

# CITY OF HARRISBURG

## 2015 APPROVED BUDGET



### **MAYOR**

Eric R. Papenfuse

Approved by City Council  
December 23, 2014

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Tyrell Spradley

# CITY OF HARRISBURG

## 2015 APPROVED BUDGET

### **PREPARED BY:**

Bruce Weber  
**Director of Financial Management**

Yanxia Liu  
**Budget Manager**

Bryan L. McCutcheon  
**Accounting Manager**

### **SPECIAL ACKNOWLEDGEMENTS:**

Michael Hughes

Robin J. Grannison-Horne

Sarah Fedor

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## **HOW TO USE THE BUDGET DOCUMENT**

This page provides an explanation of the format and content of the Fiscal Year (FY) 2015 Approved Budget document. To find the exact location of this information, please refer to the Table of Contents. The major portions of the document are described as follows:

### **Introductory Information**

This introductory information consists of a pictorial presentation of the City's **Elected Officials** and **Organizational Chart**, and a narrative describing the City's **Organizational Structure**.

### **Budget Overview**

Contained within the Budget Overview is the **Budget and Finance** section. This section describes the financial and operating policies and procedures that guide the development of the City's budget. Additionally, the **Budget Summary** section provides the reader a series of financial summaries with information on revenues, expenditures, and staffing levels for FY 2015 and prior years.

### **Budget Detail**

These sections contain information on FY 2015, as well as historical revenue and expenditure information for the **General Fund, Special Revenue Funds, Debt Service Fund, and Utility Funds** operating budgets. Within each is an organizational chart and a brief description of the services provided. This detail of fund and corresponding department budgets is represented according to:

- Description of individual programs - a listing of the department, bureaus, offices/divisions, and corresponding functions.
- Summary of resources (revenue) and appropriations (expenditures) - total fund budget.
- Detailed information on the staffing complement of all budgeted positions.
- Major Category detail - provides detail of revenues and expenditures for FY 2012 - 2014 Actuals, FY 2014 Adjusted Budget, and FY 2015 Approved Budget. Revenue line-items identify specific funding sources. Expenditure line-items are categorized as Personnel, Services, Supplies, and Other.
- Line-Item Detail- Provides detail of revenue and expenditures at the individual line-item level.

### **Appendices**

This section provides supplemental information on a variety of topics which include **Glossary of Terms, Glossary of Abbreviated Terms**, and the City's **Approved Budget-Related Ordinances**.

## **OUR VISION**

Our City will be:

1. Financially stable
2. Fiscally responsible
3. A stable, cleaner and safer community
4. The cultural, entertainment and tourism Capital
5. A business center for innovation and development in Central PA
6. A shining example of professional management in municipal government
7. Economic development model working with private sector, non-profits and strategic partners
8. An excellent public infrastructure hub with well planned, maintained and operated facilities

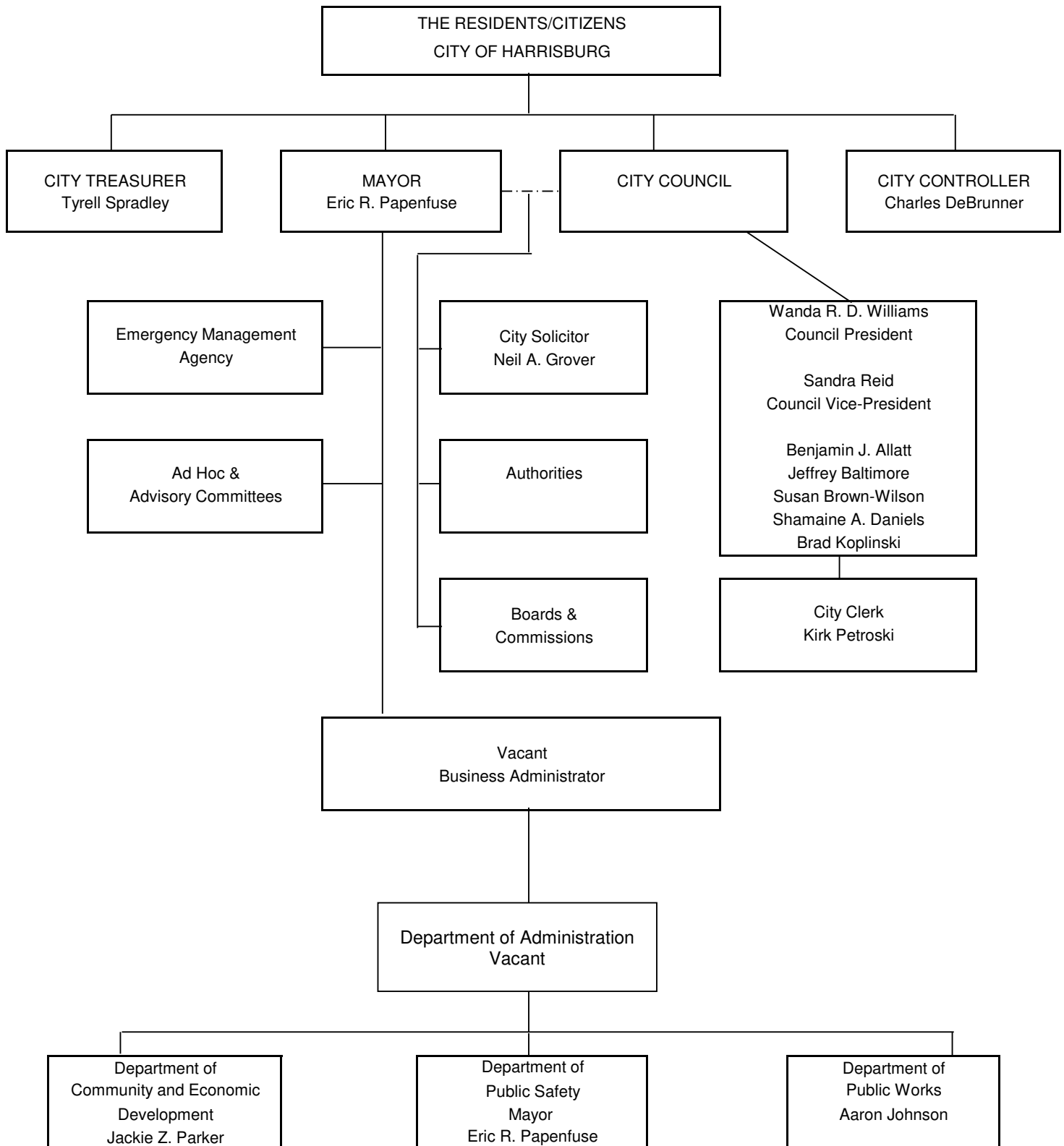
## **OUR MISSION**

To implement the Act 47 Harrisburg Strong Plan, to gradually reduce the City's debt burden and eliminate its structural budget deficit, and to maintain and improve all City services to its citizens and guests. To provide professional management operations in order to manage resources effectively and efficiently while providing excellent public services and safety to all who live, work and visit our historic and vibrant capital.

## **OUR VALUES**

1. Transparency
2. Honesty
3. Integrity
4. Dedication
5. Team work
6. Cooperation, coordination, collaboration, and communication
7. Dignity and respect

# CITY OF HARRISBURG ORGANIZATIONAL CHART



Note: Additional organizational charts are included in the budget document for each department to further illustrate the delineation of authority.

# CITY OF HARRISBURG

## ORGANIZATIONAL STRUCTURE

The City of Harrisburg has a "Strong Mayor/Council" form of government. The Mayor is the full-time Chief Executive Officer, and City Council Members are the separate, part-time Legislative Body. The Mayor possesses the power to veto legislation. The veto would require a two-thirds vote of City Council to override. As the Chief Executive Officer, the Mayor prepares and submits the budget to City Council for review and approval. Organizationally, this provides the Mayor an institutional focus for planning, programming, and developing policy. In fact, the Mayor clearly and directly has the authority and responsibility to determine public policy relating to financial and administrative matters with appropriate oversight by City Council.

On March 19 (the anniversary of the City's Incorporation as a City in 1860), or another date, the Mayor provides the "State of the City" address at a public event. This address presents the general state of the City's finances and overall economy and describes the policies established in the fiscal year budget approved by the Mayor and City Council. The Administration is charged with the responsibility of carrying out the Mayor's policies as set forth by the Budget and in Executive Orders issued throughout the year.

The Mayor, as chief executive, has the sole authority to select, direct, and oversee his Administration. As head of the Executive/Administrative Branch of government, the Mayor appoints the Business Administrator, whose appointment is confirmed by City Council. The Business Administrator is the Chief Administrative and Operating Officer of the City and Chief of Staff. This position is responsible for overseeing mayoral instruction to directors and deputy directors. With a top-down form of management, department/office directors and deputy directors are fully accountable for departmental operations. This includes overseeing supervisory line management to assure that the City's goals and priorities are met.

The formal organizational structure of the City comprises General Government operations and four departments: Administration, Community and Economic Development, Public Safety, and Public Works. The City's administrative focus is the department. The largest organizational component within a department is the bureau. The structural design of the bureau is closely tied to service output or function. Bureaus provide separation of duties within each department. With responsibilities delegated at such a definitive level, many bureaus can be interpreted as local government programs. A further delineation by division/unit emphasizes the distribution of workloads to achieve a specific output. To evaluate this output, the Budget staff has incorporated policy objectives and performance measurements into the budget document to analyze the effectiveness and efficiency of service delivery. Meeting organizational goals and objectives is the ultimate outcome each department is attempting to achieve.

To account for departmental and office fiscal transactions, the City utilizes the fund basis of accounting whereby all governmental activities are accounted for through a series of distinct funds which include reporting entities to control resources and demonstrate compliance with various legal and budget constraints affecting government. The General Fund accounts for all resources not otherwise devoted to specific activities and it finances many of the basic municipal functions. Other governmental funds include Special Revenue Funds, Capital Projects Fund, and Debt Service Fund. The City also has an expendable Trust Fund and two Utility Funds. The budget is organized by fund and is further identified by revenue and expenditure detail.

Some departments combine the operations of more than one fund. The Department of Community and Economic Development combines General Fund operations with Community Development Block Grant (CDBG) Fund operations. Additionally, the Department of Public Works combines General Fund and State Liquid Fuels Tax Fund operations with Proprietary/Utility Fund operations. The Sanitation Utility Fund also comes under the Department of Public Works but is owned and operated solely by the City. The (Incinerator) Disposal Fees Fund is established to collect disposal fees to dispose of the City's municipal solid waste at LCSWMA's Resource Recovery Facility.

The Offices of General Government, departments, and bureaus listed below are part of the General Fund with the exception of CDBG operations; Neighborhood Services - Sanitation, (Incinerator) Disposal Fees Fund, State Liquid Fuels Tax Fund, and Host Municipality Fees Fund. Further discussion regarding the departments will involve a summary of the roles of management and supervisory personnel.

General Government encompasses five offices, which include separate offices for elected officials. The Office of City Council is made up of seven at-large elected members headed by the Council President. The City Clerk provides technical and administrative support to City Council.

The Office of the Mayor is the administrative office for all mayoral activities. The Mayor, who is elected at-large, is the highest ranking official. Mayor's Office personnel include a Communications Director, a Senior Advisor to the Mayor for Education, Youth and Civic Engagement, and one Senior Assistant to the Mayor, who conduct the day-to-day business of this office.

The City Controller and the City Treasurer are part-time at-large elected officials. Each has an office to provide required public service. Both have full-time deputies who are delegated to carry out daily operations.

The Office of the City Solicitor, also referred to as the Law Bureau, is headed by the City's Chief Counsel, the City Solicitor, who is appointed by the Mayor and confirmed by City Council. This Office ensures that the policies adopted and actions taken by the Mayor and City Council fall within the limitations and authorities prescribed by federal, state, and local statutes and ordinances. Assisting the City Solicitor is the Deputy City Solicitor, Assistant City Solicitor, and support staff.

The Office of the City Engineer, headed by the City Engineer, provides professional engineering services for the maintenance of City streets and utility systems. The Office also ensures the construction of City streets and utility systems are in accordance with City ordinance, state laws, and sound engineering practices. This office also maintains the City's GIS System and the official real estate registration for the City. This office was merged into Public Works in the 2011 Budget under the Office of the Director.

The Department of Administration works with the Mayor to establish and uphold policy by overseeing the administrative management and supervision of all City departments. The Chief of Staff/Business Administrator oversees the department directors, deputy directors, and bureau directors to assure the proper administration of their operations, and is responsible for the negotiation of all three collective bargaining contracts. The Finance Director serves as Director of Financial Management, directing the Accounting, Budget, Grants and Purchasing Offices with the assistance of four office managers, and is responsible for administering Debt Service, General Expenses, and Transfers to Other Funds as well as the City's insurance, workers' compensation, and loss control programs. The Bureau of Information Technology is headed by a Director and oversees all of the City's information and communication systems. The Bureau of Human Resources, headed by a Director, manages the City's human resource operation which includes payroll processing, maintenance of personnel records, recruitment, and administering the City's benefits and affirmative action/equal employment opportunity programs. The Bureau also participates in the negotiation of collective bargaining contracts. The Bureau of Operations and Revenue, headed by a Director, is responsible for the billing and processing of property and mercantile taxes and utility revenue, and collection activities on delinquent accounts. In order to carry out these functions, the Director is assisted by a Tax and Enforcement Administrator. This bureau is also responsible for the duplicating center.

The Department of Community and Economic Development is headed by a Director, who oversees all efforts to maintain and improve our neighborhoods and promotes business and residential development throughout the City, and is accountable for all CDBG Programs. This department has five Bureaus: the Bureau of Parks & Recreation; the Bureau of Arts, Culture and Tourism; the Bureau of Building and Housing Development; the Bureau of Business Development, and the Bureau of Planning.

The Department of Public Safety consists of the Bureaus of Codes, Police and Fire. The Mayor is the Director of this department. Although the Police Chief and Fire Chief attend the Mayor's cabinet meetings, they also meet separately with the Mayor and the Chief of Staff/Business Administrator weekly to discuss and address current public safety issues.

The Bureau of Police is headed by the Police Chief and three captains. These positions are all classified as management. Uniformed officers under the rank of captain are not classified as management personnel. Lieutenants, sergeants, and corporals fulfill supervisory roles. The three captains head the Uniformed Patrol, Criminal Investigation, and Technical Services divisions. Within these divisions, additional organizational components exist. Several of these sections or units carry out specified police activities. The variety of police operations and the number of approved



personnel make it the largest and most complex bureau in the City's organization. The Police Accreditation Program accounts for some of the structural delineations in this bureau because many stipulations for accreditation require appropriate separation of duties.

The Bureau of Fire, headed by a Fire Chief and a Deputy Fire Chief, maintains three fire houses and a large complement of fire fighting apparatus with full-time personnel to support these facilities. Other personnel are uniformed firefighters, some of whom are assigned to specific details such as fire safety and fire inspection.

The Department of Public Works consists of three General Fund bureaus, two Utility Funds, and a Special Revenue Fund: Office of the Director, Neighborhood Services - City Services, Vehicle Management, Sanitation, Disposal, and the State Liquid Fuels Tax Fund. Some of the services provided by the Department of Public Works require a twenty-four hour, seven-day-per-week schedule. The crucial utility infrastructure services which are maintained around the clock include traffic signal engineering and general management of City streets in the event of an emergency. The Office of the Director oversees the entire operation of Public Works and serves as an advisor to the Mayor regarding any serious conditions, thus promoting a concerted effort within the Administration to cope with unforeseen problems. The Bureau of Parks Maintenance, which maintains the City's parks and other public open spaces, was merged into the Public Works-Director's Office in 2012. The Director also coordinates efforts between Capital Region Water and the City on all issues related to water and sewerage system operations. Also the director supervises the staff charged with the upkeep of the City Government Center Complex.

The Public Works Director is assisted by a Deputy Director. The deputy serves as the Deputy Director for Public Works Operations and is primarily responsible for the operation of Neighborhood Services, Sanitation and special assignments as requested by the Director. The Bureau of City Services manages the City's street and sewer line maintenance and repairs and, in addition, performs leaf collection, debris removal, demolition, and related duties, maintains 91 signalized intersections, streetlight repair, and the installation of all traffic control signs within the City. The Deputy Director supervises the work crew and sanitation crew that are funded from the Sanitation Utility Fund. The Bureau of Vehicle Management, managed by the Fleet Manager, services all City vehicles and vehicular equipment.

# **BUDGET AND FINANCE**

## **SCOPE OF THE BUDGET**

The budget for the City of Harrisburg is a multifaceted document that expresses spending policy for the fiscal year, illustrates a resource allocation plan for the Administration to implement, describes the services provided, and provides a means of communication between citizens and elected officials.

The budget spells out a management strategy through specific objectives designed to provide the best services at the most efficient cost. With regard to the delivery of services, these objectives must produce measurable results as key indicators of the effectiveness and efficiency of government policies and programs. Programs must be evaluated every year to determine their legitimacy since limited resources must be allocated between existing programs and the need for new ones. Also, the success of programs and the efficiency with which policy goals are met constitute two performance measures by which managers are evaluated for tenure and annual salary increases.

Interplay between elected officials and input from citizens via budgetary hearings and public access to the budget, further enhances the democratic process involved in the public programming and financing. Elected officials, who experience a wide range of pressures and competing interests, must take the initiative to hold the line on budget growth. As the chief executive, the Mayor is at the center of the budgeting process, commanding a comprehensive perspective on disparate interests. It is the Mayor who takes the lead in determining budgetary policies within an environment of competing priorities and limited local government resources. City Council then examines the Mayor's proposed budget and has the opportunity to make amendments before approving it in final form.

In summary, the budget is a policy instrument, a financial plan, an operations guide, and a communicative device. The true art of budgeting reflects a combination of leadership, independent judgment, competent administration, and cooperation between the various branches of City government.

## **BUDGET PROCESS**

The budget for the City is compiled by the Bureau of Financial Management's Office of Budget and Analysis. The fiscal year for the City of Harrisburg is January 1 to December 31. The actual budget preparation process gets underway in July. One important element of this process is a cooperative effort between the Bureau of Financial Management and Bureau of Information Technology which produces the Position Control Salary Projection reports for all funds. This salary information is vital in preparing personnel projections because it incorporates proposed management increases and bargaining unit contractual increases. Such personnel data greatly assists department directors in determining salary costs for the budget requests.

During the last week of August, the Office of Budget and Analysis allows department heads and their budget support staff to enter their Operating request into the City's accounting system. The City has historically used an incremental budget technique in arriving at the requested figures. Incremental budgeting emphasizes changes in the costs of providing City services based on competing priorities. To evaluate these priorities, department directors/bureau chiefs examine historical trends of line-item costs using a five-year cost analysis to determine the needs of the department or office for the forthcoming year. The module has all the historic information which is pulled right from the City's accounting system. Once all the data is entered, they notify the Office of Budget and Analysis. The Office of Budget and Analysis reviews all requests for accuracy and completeness.

Based on the City's Administrative Code, the Mayor shall, not later than the month of November, require all department heads to submit requests for appropriations for the ensuing budget year, and to appear before the Mayor or the Business Administrator or other officer at public hearings, which shall be held during that month, on the various requests. When the public hearings are completed, the Business Administrator's reviews the requests. The draft and recommendations are forwarded to the Mayor for review. After that, the Mayor holds his or her own budget hearings with each department as forums where department directors can substantiate their expenditure projections and justify their requests.

Department directors enter their revenue projections into the accounting software as well for the ensuing year. This step usually occurs around the beginning of September. The Office of Budget and Analysis prepares the revenue projections for presentation to the Mayor, who will evaluate the budget gap between revenue projections and expenditure

requests. The Mayor meets with the Budget staff to determine the most viable means to balance the budget. Generally, two or three lengthy sessions are required before the budget is balanced and decisions regarding revenue and expenditure proposals are incorporated into the proposed budget document.

Pursuant to the City's Administrative Code, the Mayor's Proposed Budget is presented to City Council at the last legislative meeting in November, at which time the document becomes available to the public.

During Budget and Finance Committee meetings, set by City Council, all offices/departments present to Council an estimate of the revenues and expenditures required to provide public services during the ensuing fiscal year.

City Council then makes appropriations and adopts the budget by ordinance no later than December 31. During the month of January following a municipal election, however, City Council may amend the budget with proper notice for public inspection of the proposed budget amendment. Any amended budget ordinance must be adopted by City Council before the 16th day of February. Within 15 days after the adoption of the budget ordinance, a copy of the same must be filed with the Commonwealth of Pennsylvania, Department of Community and Economic Development.

**BUDGET CALENDAR**

|                   |   |
|-------------------|---|
| August-September  | <ul style="list-style-type: none"> <li>• Prepare and distribute expenditure request preparation manuals</li> <li>• Prepare and distribute revenue project manuals</li> <li>• Update title and divider pages, table of contents, and organization charts</li> <li>• Compile expenditure requests returned from office/department directors</li> </ul>  |
| September-October | <ul style="list-style-type: none"> <li>• Update the Budget and Finance section</li> <li>• Design cover for Budget</li> <li>• Develop revised revenue and expenditure projections based on Sept. 30</li> <li>• Fiscal Report projections and actual activity to date</li> <li>• Mayoral budget hearings and review process with department directors</li> <li>• Update and distribute narrative and performance measurement preparation manuals</li> <li>• Update narratives and performance measurements as submitted by office/department directors</li> </ul> |
| October           | <ul style="list-style-type: none"> <li>• Prepare a preliminary Summary statement of projected revenues vs. proposed expenditures</li> <li>• 1st and 2nd rounds of budget review with Mayor and Office of Budget and Analysis staff</li> <li>• Update Budget Summary section</li> </ul>  |
| November          | <ul style="list-style-type: none"> <li>• Hold Public Hearings to discuss department head requested budgets</li> <li>• Final revision and proofreading of Mayor's Proposed Budget</li> <li>• Compiling, printing, and binding of Mayor's Proposed Budget</li> <li>• Mayor's Proposed Budget presented to City Council</li> </ul>   |
| December          | <ul style="list-style-type: none"> <li>• City Council budget hearings and adoption</li> </ul>   |

## REVENUE PROJECTIONS

Using actual and projected data, various analyses are performed by the Bureau of Financial Management to project revenues. Revenue estimates are *mostly* based on four different projection methods which incorporate growth rates over the previous three years, current year receipts, and collection rates where applicable, and important input from department directors and the Bureau of Operations and Revenue, as well as known variations in specific line item projections. Each projection method is tested against actual prior year revenues to determine validity. This validity test is conducted at the revenue line-item (detail) level, and only the projection methods deemed valid are utilized. In addition, unusual circumstances and one-time revenue sources are given appropriate consideration.

### REVENUE PROJECTION METHODS

|                  |  |
|------------------|--|
| <b>Method 1:</b> | 3-year Average Growth Rate x 2013 Actual Revenues at December 31, 2013   |
| Explanation      | The 3-year average growth rate from 2011-2013 multiplied by the 2013 actual revenues is used as a projection for the 2014 revenues. By utilizing the average growth rate for an additional year, the 2015 revenues are projected.  |
| <b>Method 2</b>  | 2014 Actual Revenues at September 30, 2014 / 9 months x 12 months  |
| Explanation      | A monthly average of current year revenues is calculated based on nine months of receipts, which are then annualized to project current year revenues. Based on revenue trends and this method of projection for 2014 revenues, 2015 revenues are projected.   |
| <b>Method 3</b>  | 2014 Actual Revenues at September 30, 2014 / (2013 Actual Revenues at September 30, 2013 / 2013 Actual Revenues at December 31, 2013)  |
| Explanation      | A percentage of 2013 revenues are determined from revenue receipts at September 30, 2013. The 2014 actual revenues at September 30, 2014, are divided by the percentage collected at September 30, 2013, to project revenues for 2014. By reviewing revenue trends in conjunction with this method of projection for 2014 revenues, the 2015 revenues are projected. |
| <b>Method 4</b>  | Percentage of 2013 Revenue Budget Collected at December 31, 2013 x 2014 Budget   |
| Explanation      | 2014 revenues can be projected by multiplying the percentage of 2013 Budget which was collected at December 31, 2013, times the 2014 Budget. By reviewing the historical actuals to budget ratios, assumptions can be determined to assist in 2015 revenue projections.  |

### PERFORMANCE MEASUREMENTS

A Performance Program Budget (PPB) system utilizes specific program objectives to produce a desired output. The City currently does not present a formal programmatic budget; however, many aspects of the existing budget emulate the strategy of PPB. A program is a primary function of government which identifies clearly the delivery of a particular service to the taxpayers. The bureaus, divisions, and units actually represent individual City programs. An important exercise in preparing a PPB is determining performance measurements to meet specific program objectives.

The purpose of preparing performance measurements is to quantitatively determine the effectiveness and efficiency of departmental programs. The budget is the resource allocation plan for the City, and it identifies the financial input necessary to meet departmental objectives. Performance measurements, or indicators, measure the level of output against the input of budgeted funds. The end result should be to minimize the resources or dollars utilized to achieve a specified level of output.

From a policy standpoint, these measures can provide data to decision-makers to assist them in providing better services to citizens at the least possible cost. They also can provide direction in appropriating available resources,

identifying areas of service which may require more resources, and addressing strengths and weaknesses in achieving the objectives of the services being provided.

Performance measurements are based on a management objective established by the department director. These measurements concentrate on the performance of the entire bureau or division, not on an individual's performance. The activities measured are those required to meet the overall objective of the department/bureau. If the measured activity achieves most of its objectives and receives a highly satisfactory rating, then it is considered to be effective.

The 2015 Proposed Budget does not include data measuring a department's performance as the 2012 and 2013 actual and 2014 projected measurement data was not complete before the preparation of this document.

Since the City's management reserves the right to establish goals and objectives to determine the cost of service delivery, quantitative analysis of City services assists management in providing the best possible service at the least possible cost. It is hoped in the future that citizen surveys can become part of performance measurements to determine taxpayer satisfaction. Given the limited resources of time and staffing, such a survey is currently impractical. To some degree, however, the election process itself is an indication of taxpayer satisfaction.

## **BUDGETARY ACCOUNTING AND CONTROLS**

A City Council ordinance establishes the annual budget for the General Fund, Special Revenue Funds, Debt Service Fund, and Proprietary (Utility) Funds. Budgets for all funds are prepared on a cash basis with respect to revenues and on an items vouchered basis with respect to expenditures. Some Special Revenue Funds are exempted from legally adopted budgetary requirements, such as Grant Programs Fund, Capital Projects Fund, and Expendable Trust Funds.

More than 100 different grant programs accounted for in the Grant Programs Fund are administered under project budgets determined by contracts with state and federal grantor agencies. Effective expenditure control is achieved in the Capital Projects Fund through bond indenture provisions and project budgets. Control over spending in the Expendable Trust Fund is achieved by the use of internal spending limits.

The Business Administrator may authorize budgetary transfers up to \$20,000 between line-items within a department or office. However, no transfers shall be permitted into or within any personnel line-items to augment any individual wage or salary allocation previously established by City Council for any position without City Council approval, except to accommodate payments to employees as required under applicable laws or collective bargaining agreements. City Council approval is required for transfers in excess of \$20,000 along budget line-items. In the absence of budgeted financing, City Council may approve a supplemental appropriation from unappropriated fund balances; or from a new, unanticipated and unbudgeted revenue source(s) received during the course of the budget year. Therefore, the legal level of control is the line-item level. There were supplemental appropriations enacted during 2012.

Appropriations are authorized by ordinance at the fund level with the exception of the General Fund, which is appropriated at the functional office or department level except for the Office of Administration, which has separate budgets for administration and general expenditures. Appropriations are further defined through the establishment of more detailed line-item budgets. These are the legal levels of budgetary control.

### Encumbrances

Encumbrance accounting, under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in the governmental and proprietary fund types. Encumbrances outstanding at year end do not constitute expenditures or liabilities, but are re-appropriated in the succeeding year. The City records such encumbrances as reservations of fund balance in governmental funds which have fund balances at year end. Encumbrance accounting is used in proprietary fund types as a tool for budgetary control, but reserves are not reported. The subsequent year's appropriations provide authority to complete the transactions as expenditures.

## **FINANCIAL INFORMATION**

The management of the City is responsible for establishing and maintaining an internal control structure designed to ensure that assets are protected from loss, theft, or misuse and that adequate accounting data is compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

### Independent Audit:

The City's Administrative Code requires an annual independent audit of the books of account, financial records, and transactions of the City by an independent certified public accounting firm. In addition, various bond indentures also require such an audit.

In addition to meeting the requirements set forth above, the audit has also been designed to comply with the Single Audit Act of 1984 and related OMB Circular A-133. The independent auditor's report on the basic financial statements, along with the combining and individual fund statements and schedules, is included in the financial section of the City's Comprehensive Annual Financial Report. The independent auditor's reports related specifically to the Single Audit are included in a separately issued single audit document.

### Single Audit:

As a recipient of federal and state financial assistance, the City is also responsible for ensuring that an adequate internal control structure is in place to ensure compliance with applicable laws and regulations related to those programs. The internal control structure is subject to periodic evaluation by management and internal audit staff of the City.

As part of the City's Single Audit, tests are made to determine the adequacy of the internal control structure, including that portion related to federal financial assistance programs and the City's compliance with applicable laws and regulations.

### Audit Committee:

During 2007, the City of Harrisburg established an Audit Committee to provide independent review and oversight of the City's financial reporting processes, internal controls, and annual audit. The City's independent auditor now reports directly to the Audit Committee, versus management as in prior years. The Committee is made up of five voting members and the City Council Budget and Finance Committee Chair, or his/her designee, as an ex officio sixth non-voting member. Three members must be well-versed in accounting procedures and one member must be a CPA. No City employee may serve as a member of the Committee, with the exception of the ex-officio Budget and Finance Chair or his/her designee.

### Cash Management:

The City's current investment policy is to minimize credit and market risk while maintaining a competitive yield on its portfolio. All cash which is temporarily idle is invested in interest bearing demand deposits, repurchase agreements, or statewide money market funds, thereby increasing the average yield on idle funds. A significant portion of the City's cash and investments is maintained in bank trust accounts under the management of trustees.

An ordinance of City Council requires that all deposits be held in insured, federally regulated banks or financial institutions and that all amounts in excess of federal insurance be fully collateralized in accordance with a state statute which requires banks to pledge a pool of eligible assets against the total of its public funds on deposit.

### Basis of Accounting:

Although the annual budget is prepared on a cash basis with respect to revenues received and on an items vouchered (invoiced) basis with respect to expenditures incurred for all funds, the Governmental Funds and Expendable Trust and Agency Funds are reported on the modified accrual basis of accounting for financial statement purposes. Revenues of these funds are recognized in the year in which they become both measurable and available within 60 days

after year end to pay current year liabilities. The major revenue sources accrued by the City include real estate taxes, intergovernmental revenue, departmental earnings, and investment income. Revenues from other sources are recognized when received. Expenditures are generally recognized in the year the related fund liability is incurred. Principal and interest on general long-term obligations are recognized when due. Prepaid items and inventory purchases are reported as expenditures in the year the items are used. Expenditures for claims, judgments, compensated absences, and employer pension contributions are reported as the amount accrued during the year that normally would be liquidated with expendable available financial resources.

The accrual basis of accounting is utilized by proprietary fund types for financial statement reporting purposes. Under this method, revenues are recorded when earned, and expenses are recorded at the time liabilities are incurred.

# BUDGET SUMMARY

## RESOURCE ALLOCATION

The following Resource Allocation chart lists resources and appropriations for each fund and provides a grand total for all City resources. The accounts of the City are organized on the basis of fund(s), each of which is considered to be a separate accounting entity. These funds are the General Fund, Special Revenue Funds, Debt Service Fund, and utility funds. The City of Harrisburg has established the following utility funds: the Sanitation Utility Fund and the (Incinerator) Disposal Utility Fund. Although each fund is accounted for independently, the proper cooperation and interaction among all funds contribute to the overall effective and efficient management of City government.

### GENERAL FUND

The General Fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

### SPECIAL REVENUE FUNDS

Special Revenue Funds are defined as those funds used to account for proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

#### State Liquid Fuels Tax Fund

The State Liquid Fuels Tax Fund is used to account for State aid revenue for maintaining, lighting, building, and improving City roads and bridges in accordance with policies and procedures of the County Liquid Fuels Tax Act of 1931 and the Liquid Fuels Tax Act 655 of 1956 of the Commonwealth of Pennsylvania.

#### Host Municipality Fees Fund

The Host Municipality Fees Fund is used to account for host municipality benefit fees received for critical environmental projects and related administrative costs, as mandated by Act 101 - The Municipal Waste Planning, Recycling, and Waste Reduction Act.

#### Parks & Recreation Fund

The Park & Recreation fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Parks & Recreation bureau, activities, and programming.

#### Blight Remediation Fund

The Blight Remediation fund is responsible for the collection of fee revenue and related expenses of the City as they pertain to enforcement of ordinances regulating blight and local health, housing and safety codes and regulations, including expenses related to remediation of blighted conditions, as authorized

#### Special Events and Projects Reimbursement Fund

The Special Events and Projects Reimbursement Fund accounts for fee, service provision chargeback and contribution revenue, along with related expenses, for use in the maintenance and betterment of the City's Public Works department

#### Fire Protection Fund

The Fire Protection fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Fire department and activities.

#### Police Protection Fund

The Police Protection fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Police department and activities.

#### WHBG Fund

The WHBG fund accounts for fee, contribution, advertising and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's government access cable television channel and station



#### DEBT SERVICE FUND

The Debt Service Fund is used to account for the accumulation of resources, principally transfers from the General Fund and State Liquid Fuels Tax Fund, and proceeds from the sale/lease or use of City assets, for the payment of general long-term debt principal, interest, and related costs.

#### UTILITY FUNDS

Utility funds (also termed enterprise or proprietary funds) are used by a governmental entity to account for services provided to the general public on a user charge basis.

##### Sanitation Utility Fund:

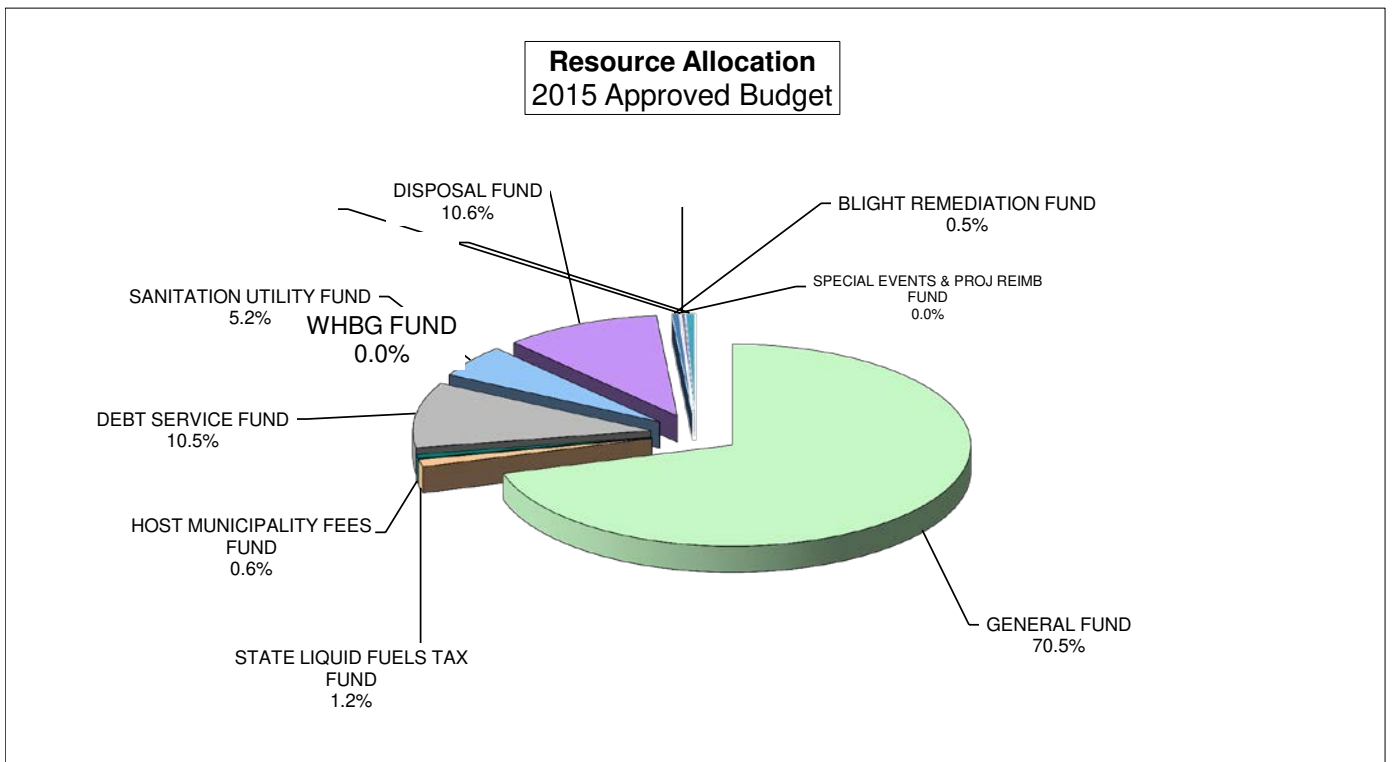
The Sanitation Utility Fund is used to account for the revenues and expenses associated with the provision of refuse collection and disposal services to residential, commercial, and industrial establishments of the City.

##### (Incinerator) Disposal Fees Fund:

The (Incinerator) Disposal Fees Fund is used to account for the collection of Resource Recovery Facility (Incinerator) disposal fees billed for the provision of solid waste incineration services to the residents and commercial and industrial establishments of the City.

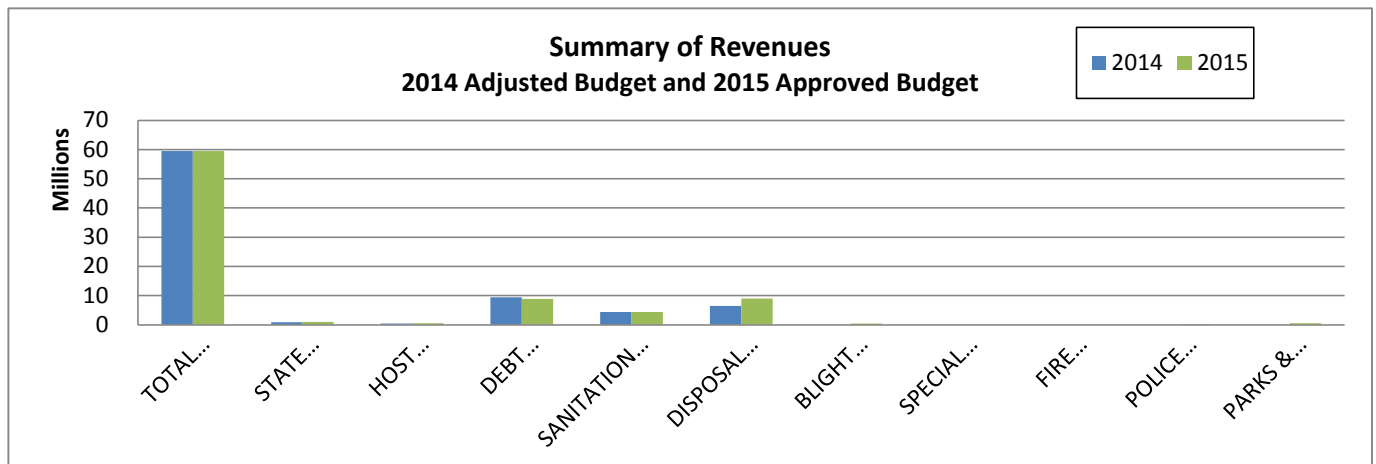
RESOURCE ALLOCATION  
2015 APPROVED BUDGET

| RESOURCES                        |                   | APPROPRIATIONS                   |                   |
|----------------------------------|-------------------|----------------------------------|-------------------|
| GENERAL FUND                     | 59,470,699        | GENERAL FUND                     | 59,429,886        |
| STATE LIQUID FUELS TAX FUND      | 984,014           | STATE LIQUID FUELS TAX FUND      | 984,014           |
| HOST MUNICIPALITY FEES FUND      | 544,500           | HOST MUNICIPALITY FEES FUND      | 544,037           |
| DEBT SERVICE FUND                | 8,867,968         | DEBT SERVICE FUND                | 8,867,968         |
| SANITATION UTILITY FUND          | 4,405,761         | SANITATION UTILITY FUND          | 4,405,761         |
| DISPOSAL FUND                    | 8,958,358         | DISPOSAL FUND                    | 8,958,358         |
| BLIGHT REMEDIATION FUND          | 401,931           | BLIGHT REMEDIATION FUND          | 306,000           |
| SPECIAL EVENTS & PROJ REIMB FUND | 1,820             | SPECIAL EVENTS & PROJ REIMB FUND | 0                 |
| FIRE PROTECTION FUND             | 76,352            | FIRE PROTECTION FUND             | 0                 |
| POLICE PROTECTION FUND           | 179,773           | POLICE PROTECTION FUND           | 0                 |
| PARKS & RECREATION FUND          | 513,328           | PARKS & RECREATION FUND          | 401,218           |
| WHBG FUND                        | 8,000             | WHBG FUND                        | 8,000             |
| TOTAL RESOURCES                  | <u>84,412,504</u> | TOTAL APPROPRIATIONS             | <u>83,905,242</u> |



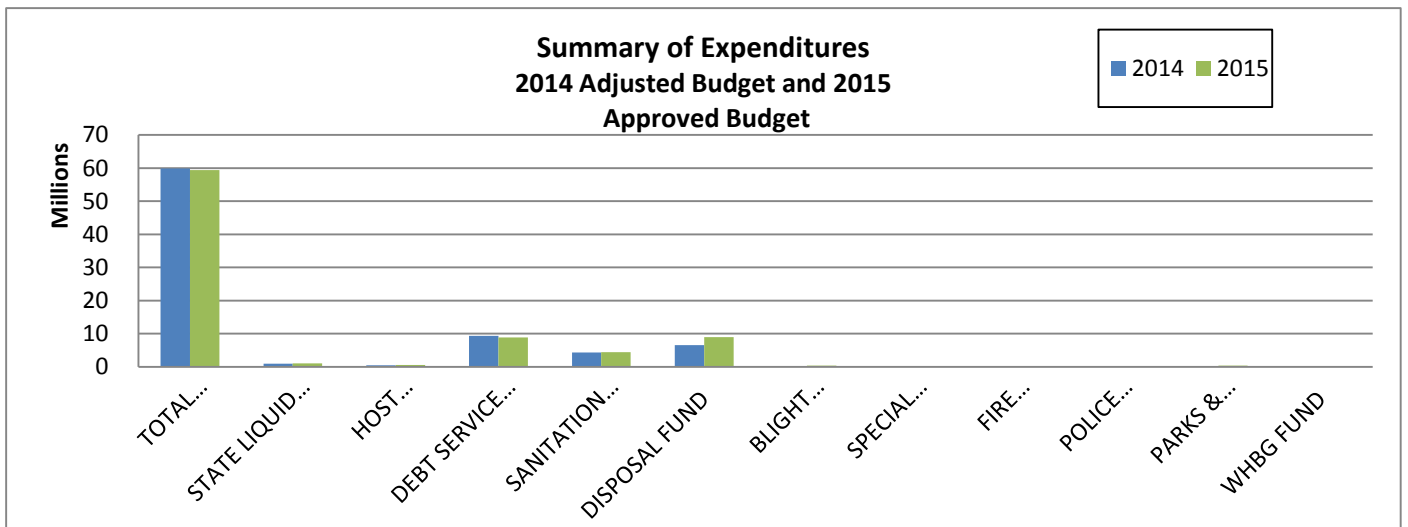
SUMMARY OF REVENUES  
2015 APPROVED BUDGET

| FUND                                | 2014<br>ADJUSTED<br>BUDGET | 2015<br>APPROVED<br>BUDGET | 2014-2015<br>INCREASE/<br>(DECREASE) |
|-------------------------------------|----------------------------|----------------------------|--------------------------------------|
| <b>GENERAL FUND</b>                 |                            |                            |                                      |
| Real Estate Taxes                   | 16,863,072                 | 17,036,358                 | 173,287                              |
| Transfer Taxes                      | 285,100                    | 410,000                    | 124,900                              |
| Hotel Taxes                         | 740,000                    | 840,000                    | 100,000                              |
| Occupational Privilege Taxes        | 0                          | 0                          | 0                                    |
| Local Services Taxes                | 1,933,965                  | 2,025,678                  | 91,714                               |
| Earned Income Taxes                 | 11,906,057                 | 11,295,400                 | (610,657)                            |
| Mercantile/Business Privilege Taxes | 6,538,850                  | 6,836,900                  | 298,050                              |
| Departmental Revenues               | 6,150,728                  | 5,558,151                  | (592,577)                            |
| Fines and Forfeits                  | 2,023,000                  | 1,985,000                  | (38,000)                             |
| Business Licenses and Permits       | 570,000                    | 576,000                    | 6,000                                |
| Interest Income                     | 44,708                     | 34,614                     | (10,094)                             |
| Property Income                     | 62,060                     | 62,200                     | 140                                  |
| Miscellaneous                       | 2,477,458                  | 2,109,000                  | (368,458)                            |
| Other Financing Sources             | 0                          | 75,000                     | 75,000                               |
| Intergovernmental                   | 3,600,627                  | 4,093,137                  | 492,510                              |
| Interfund Transfers                 | 6,269,261                  | 6,253,261                  | (16,000)                             |
| Fund Balance Appropriation          | 0                          | 280,000                    | 280,000                              |
| <b>TOTAL GENERAL FUND</b>           | <b>59,464,885</b>          | <b>59,470,699</b>          | <b>5,814</b>                         |
| STATE LIQUID FUELS TAX FUND         | 901,400                    | 984,014                    | 82,614                               |
| HOST MUNICIPALITY FEES FUND         | 422,572                    | 544,500                    | 121,928                              |
| DEBT SERVICE FUND                   | 9,398,854                  | 8,867,968                  | (530,886)                            |
| SANITATION UTILITY FUND             | 4,331,244                  | 4,405,761                  | 74,517                               |
| DISPOSAL FUND                       | 6,500,179                  | 8,958,358                  | 2,458,179                            |
| BLIGHT REMEDIATION FUND             | 0                          | 401,931                    | 401,931                              |
| SPECIAL EVENTS & PROJ REIMB FUND    | 0                          | 1,820                      | 1,820                                |
| FIRE PROTECTION FUND                | 0                          | 76,352                     | 76,352                               |
| POLICE PROTECTION FUND              | 0                          | 179,773                    | 179,773                              |
| PARKS & RECREATION FUND             | 0                          | 513,328                    | 513,328                              |
| WHBG FUND                           | 0                          | 8,000                      | 8,000                                |
| <b>TOTAL REVENUE</b>                | <b>81,019,134</b>          | <b>84,412,504</b>          | <b>3,393,371</b>                     |



SUMMARY OF EXPENDITURES  
2015 APPROVED BUDGET

| FUND                               | 2014<br>ADJUSTED<br>BUDGET | 2015<br>APPROVED<br>BUDGET | 2014-2015<br>INCREASE/<br>(DECREASE) |
|------------------------------------|----------------------------|----------------------------|--------------------------------------|
| <b>GENERAL FUND</b>                |                            |                            |                                      |
| General Government                 | 1,746,660                  | 1,901,378                  | 154,718                              |
| Administration                     | 2,402,547                  | 2,577,623                  | 175,076                              |
| Community and Economic Development | 671,676                    | 877,734                    | 206,058                              |
| Public Safety                      | 24,502,233                 | 24,209,181                 | (293,052)                            |
| Public Works                       | 7,453,793                  | 7,986,662                  | 532,869                              |
| General Expenses                   | 14,251,162                 | 13,354,078                 | (897,084)                            |
| Transfers to Other Funds           | 8,831,177                  | 8,523,230                  | (307,947)                            |
| <b>TOTAL GENERAL FUND</b>          | <b>59,859,248</b>          | <b>59,429,886</b>          | <b>(429,362)</b>                     |
| STATE LIQUID FUELS TAX FUND        | 901,400                    | 984,014                    | 82,614                               |
| HOST MUNICIPALITY FEES FUND        | 421,594                    | 544,037                    | 122,443                              |
| DEBT SERVICE FUND                  | 9,387,617                  | 8,867,968                  | (519,649)                            |
| SANITATION UTILITY FUND            | 4,331,244                  | 4,405,761                  | 74,517                               |
| DISPOSAL FUND                      | 6,500,179                  | 8,958,358                  | 2,458,179                            |
| BLIGHT REMEDIATION FUND            | 0                          | 306,000                    | 306,000                              |
| SPECIAL EVENTS & PROJ REIMB FUND   | 0                          | 0                          | 0                                    |
| FIRE PROTECTION FUND               | 0                          | 0                          | 0                                    |
| POLICE PROTECTION FUND             | 0                          | 0                          | 0                                    |
| PARKS & RECREATION FUND            | 0                          | 401,218                    | 401,218                              |
| WHBG FUND                          | 0                          | 8,000                      | 8,000                                |
| <b>TOTAL EXPENDITURES</b>          | <b>81,401,282</b>          | <b>83,905,242</b>          | <b>2,503,960</b>                     |



GENERAL FUND  
RESOURCE ALLOCATION SUMMARY  
2015 APPROVED BUDGET

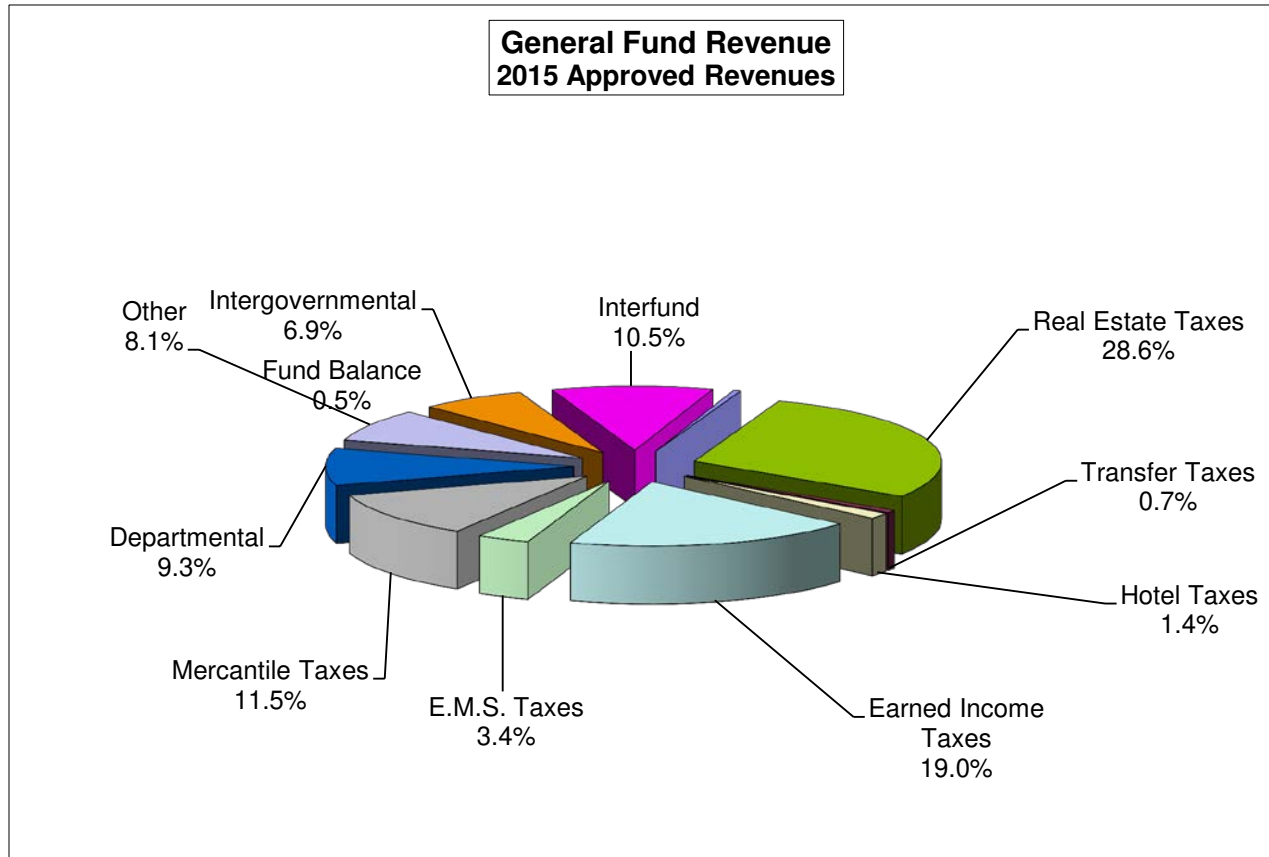
| RESOURCES                     |                          | APPROPRIATIONS              |                          |
|-------------------------------|--------------------------|-----------------------------|--------------------------|
| REAL ESTATE TAXES             | 17,036,358               | GENERAL GOVERNMENT          | 1,901,378                |
|                               |                          | ADMINISTRATION              | 2,577,623                |
| TRANSFER TAXES                | 410,000                  | COMMUNITY AND ECONOMIC DEV. | 877,734                  |
|                               |                          | PUBLIC SAFETY               | 24,209,181               |
| HOTEL TAXES                   | 840,000                  | PUBLIC WORKS                | 7,986,662                |
| OCCUPATIONAL PRIVILEGE TAXES  | 0                        |                             |                          |
| LOCAL SERVICES TAXES          | 2,025,678                | TOTAL DEPARTMENTS           | <u>37,552,578</u>        |
| EARNED INCOME TAXES           | 11,295,400               |                             |                          |
| MERCANTILE/BUSINESS PRIVILEGE | 6,836,900                | OTHER:                      |                          |
| DEPARTMENTAL REVENUES         | 5,558,151                | GENERAL EXPENSES            | 13,354,078               |
| FINES AND FORFEITS            | 1,985,000                | TRANSFERS TO OTHER FUNDS    | 8,523,230                |
| BUSINESS LICENSES AND PERMITS | 576,000                  | TOTAL OTHER                 | <u>21,877,308</u>        |
| INTEREST INCOME               | 34,614                   |                             |                          |
| PROPERTY INCOME               | 62,200                   |                             |                          |
| MISCELLANEOUS REVENUE         | 2,109,000                |                             |                          |
| OTHER FINANCING SOURCES       | 75,000                   |                             |                          |
| INTERGOVERNMENTAL REVENUE     | 4,093,137                |                             |                          |
| INTERFUND REVENUE             | 6,253,261                |                             |                          |
| FUND BALANCE APPROPRIATION    | 280,000                  |                             |                          |
| TOTAL RESOURCES               | <u><u>59,470,699</u></u> | TOTAL APPROPRIATIONS        | <u><u>59,429,886</u></u> |

GENERAL FUND  
REVENUE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

| Account Name                     | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| TAXES                            |                |                |                               |                            |                            |
| REAL ESTATE TAXES                |                |                |                               |                            |                            |
| Real Estate Current              | 15,028,973     | 14,572,108     | 14,756,648                    | 15,113,239                 | 14,916,723                 |
| Real Estate Prior                | 1,796,316      | 1,839,799      | 2,386,729                     | 1,749,833                  | 2,119,635                  |
| TOTAL REAL ESTATE TAXES          | 16,825,289     | 16,411,907     | 17,143,378                    | 16,863,072                 | 17,036,358                 |
| OTHER TAXES                      |                |                |                               |                            |                            |
| Transfer Taxes                   | 436,537        | 272,145        | 455,670                       | 285,100                    | 410,000                    |
| Hotel Taxes                      | 586,890        | 350,000        | 527,320                       | 740,000                    | 840,000                    |
| Occupational Privilege Taxes     | 0              | 0              | 0                             | 0                          | 0                          |
| Local Services Taxes             | 1,875,888      | 1,812,338      | 2,108,284                     | 1,933,965                  | 2,025,678                  |
| Earned Income Taxes              | 4,372,971      | 7,539,647      | 9,755,937                     | 11,906,057                 | 11,295,400                 |
| Mercantile/Business Privilege    | 4,664,249      | 4,789,828      | 5,982,099                     | 6,538,850                  | 6,836,900                  |
| TOTAL OTHER TAXES                | 11,936,536     | 14,763,958     | 18,829,310                    | 21,403,972                 | 21,407,978                 |
| TOTAL TAXES                      | 28,761,824     | 31,175,865     | 35,972,687                    | 38,267,043                 | 38,444,337                 |
| DEPARTMENTAL REVENUES            |                |                |                               |                            |                            |
| Administration                   | 2,286,851      | 2,799,482      | 1,179,312                     | 1,275,032                  | 1,312,198                  |
| Building and Housing Development | 998,910        | 804,222        | 1,040,697                     | 939,300                    | 1,027,000                  |
| Public Safety                    | 1,740,828      | 1,844,305      | 2,288,714                     | 2,399,819                  | 2,499,442                  |
| Public Works                     | 2,004,037      | 1,502,655      | 847,976                       | 1,523,029                  | 703,465                    |
| Parks and Recreation             | 10,593         | 11,366         | 12,931                        | 13,548                     | 16,046                     |
| TOTAL DEPT. REVENUES             | 7,041,218      | 6,962,031      | 5,369,630                     | 6,150,728                  | 5,558,151                  |

GENERAL FUND  
REVENUE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

| Account Name                  | 2012<br>Actual    | 2013<br>Actual    | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|-------------------------------|-------------------|-------------------|-------------------------------|----------------------------|----------------------------|
| <b>OTHER REVENUES</b>         |                   |                   |                               |                            |                            |
| Fines and Forfeits            | 1,711,475         | 1,302,101         | 1,962,376                     | 2,023,000                  | 1,985,000                  |
| Licenses and Permits          | 573,299           | 571,658           | 449,037                       | 570,000                    | 576,000                    |
| Interest Income               | 60,976            | 38,442            | 29,219                        | 44,708                     | 34,614                     |
| Property Income               | 61,856            | 32,984            | 78,746                        | 62,060                     | 62,200                     |
| Miscellaneous                 | 604,996           | 1,771,091         | 3,021,162                     | 2,477,458                  | 2,109,000                  |
| Other Financing Sources       | 0                 | 0                 | 0                             | 0                          | 75,000                     |
| Intergovernmental             | 5,329,337         | 3,222,719         | 3,765,528                     | 3,600,627                  | 4,093,137                  |
| Interfund                     | 3,438,939         | 5,214,496         | 4,504,000                     | 6,269,261                  | 6,253,261                  |
| <b>TOTAL OTHER REVENUES</b>   | <b>11,780,879</b> | <b>12,153,490</b> | <b>13,810,066</b>             | <b>15,047,114</b>          | <b>15,188,212</b>          |
| <b>GENERAL FUND REVENUES</b>  | <b>47,583,922</b> | <b>50,291,387</b> | <b>55,152,384</b>             | <b>59,464,885</b>          | <b>59,190,699</b>          |
| Fund Balance Appropriation    | 0                 | 0                 | 0                             | 0                          | 280,000                    |
| <b>GENERAL FUND RESOURCES</b> | <b>47,583,922</b> | <b>50,291,387</b> | <b>55,152,384</b>             | <b>59,464,885</b>          | <b>59,470,699</b>          |



GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2015 APPROVED BUDGET

| Account Name                        | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|-------------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| TAXES                               |                |                |                               |                            |                            |
| REAL ESTATE TAXES                   |                |                |                               |                            |                            |
| CURRENT YEAR LEVY                   |                |                |                               |                            |                            |
| Discount Period                     | 12,884,506     | 12,506,662     | 12,623,766                    | 12,504,324                 | 12,621,272                 |
| Flat Period                         | 1,268,808      | 1,392,597      | 1,420,813                     | 1,391,522                  | 1,420,567                  |
| Penalty Period                      | 1,033,331      | 842,010        | 877,487                       | 1,312,000                  | 1,025,851                  |
| Refund of Prior Year Taxes          | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL CURRENT YEAR LEVY             | 15,186,644     | 14,741,270     | 14,922,066                    | 15,207,846                 | 15,067,690                 |
| CURRENT YEAR DISCOUNT AND PENALTY   |                |                |                               |                            |                            |
| Discount (2%)                       | (261,512)      | (253,563)      | (253,617)                     | (253,517)                  | (253,567)                  |
| Penalty (10%)                       | 103,841        | 84,402         | 88,199                        | 158,909                    | 102,600                    |
| TOTAL DISCOUNT & PENALTY            | (157,671)      | (169,161)      | (165,418)                     | (94,608)                   | (150,967)                  |
| TOTAL CURRENT YEAR TAXES            | 15,028,973     | 14,572,108     | 14,756,648                    | 15,113,239                 | 14,916,723                 |
| PRIOR YEARS' TAXES                  |                |                |                               |                            |                            |
| Tax Liens - Principal               | 0              | 0              | 0                             | 0                          | 0                          |
| Tax Liens - Interest                | 0              | 0              | 0                             | 0                          | 0                          |
| Tax Amount - 1st Year Prior         | 539,348        | 540,042        | 720,504                       | 554,960                    | 710,000                    |
| Tax Amount - 2nd Year Prior         | 842,137        | 854,403        | 1,013,325                     | 810,444                    | 910,000                    |
| Tax Amount - 3rd & More Prior Years | 105,973        | 120,844        | 235,984                       | 91,237                     | 150,000                    |
| Penalty & Int - 1st Year Prior      | 73,109         | 71,957         | 98,246                        | 71,356                     | 79,635                     |
| Penalty & Int - 2nd Year Prior      | 196,032        | 204,856        | 238,286                       | 189,510                    | 210,000                    |
| Penalty & Int - 3rd & More Years    | 39,716         | 47,698         | 80,384                        | 32,326                     | 60,000                     |
| Tax Amount - Tax Sales              | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL PRIOR YEARS' TAXES            | 1,796,316      | 1,839,799      | 2,386,729                     | 1,749,833                  | 2,119,635                  |
| TOTAL REAL ESTATE TAXES             | 16,825,289     | 16,411,907     | 17,143,378                    | 16,863,072                 | 17,036,358                 |
| OTHER TAXES                         |                |                |                               |                            |                            |
| Transfer Taxes                      | 436,537        | 272,145        | 455,670                       | 285,100                    | 410,000                    |
| Hotel Taxes                         | 586,890        | 350,000        | 527,320                       | 740,000                    | 840,000                    |
| OCCUPATIONAL PRIVILEGE TAXES        |                |                |                               |                            |                            |
| Tax Amount - Current Year           | 0              | 0              | 0                             | 0                          | 0                          |
| Penalty - Current Year              | 0              | 0              | 0                             | 0                          | 0                          |
| Interest - Current Year             | 0              | 0              | 0                             | 0                          | 0                          |
| Tax Amount - Prior Years            | 0              | 0              | 0                             | 0                          | 0                          |
| Penalty - Prior Years               | 0              | 0              | 0                             | 0                          | 0                          |
| Interest - Prior Years              | 0              | 0              | 0                             | 0                          | 0                          |
| O.P.T. Commissions                  | 0              | 0              | 0                             | 0                          | 0                          |
| O.P.T. Commissions Prior Year       | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL O.P.T.                        | 0              | 0              | 0                             | 0                          | 0                          |



GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2015 APPROVED BUDGET

| Account Name                                  | 2012<br>Actual    | 2013<br>Actual    | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---|-------------------|-------------------|-------------------------------|----------------------------|----------------------------|
| <b>LOCAL SERVICE TAXES</b>                    |                   |                   |                               |                            |                            |
| Tax Amount - Current Year                     | 1,340,516         | 1,316,223         | 1,578,872                     | 1,434,000                  | 1,494,000                  |
| Penalty - Current Tax                         | 353               | 251               | 244                           | 300                        | 300                        |
| Tax Amount - Prior Year                       | 536,035           | 497,000           | 531,617                       | 500,906                    | 532,663                    |
| Penalty - Prior Year                          | 305               | 87                | (1,201)                       | 200                        | 200                        |
| L.S.T. Tax Commissions                        | (1,057)           | (982)             | (964)                         | (1,200)                    | (1,200)                    |
| Prior Year L.S.T. Commissions                 | (265)             | (241)             | (284)                         | (241)                      | (284)                      |
| <b>TOTAL L.S.T.</b>                           | <b>1,875,888</b>  | <b>1,812,338</b>  | <b>2,108,284</b>              | <b>1,933,965</b>           | <b>2,025,678</b>           |
| <b>EARNED INCOME TAXES</b>                    |                   |                   |                               |                            |                            |
| Tax Amount - Current Year                     | 4,458,963         | 7,661,497         | 9,894,109                     | 12,070,157                 | 11,500,000                 |
| Tax Amount - Prior Year                       | 0                 | 0                 | 0                             | 0                          | 0                          |
| E.I.T. Commissions                            | (82,410)          | (117,326)         | (133,603)                     | (160,600)                  | (200,000)                  |
| E.I.T. DCTCC Fees                             | (3,582)           | (4,524)           | (4,570)                       | (3,500)                    | (4,600)                    |
| <b>TOTAL E.I.T.</b>                           | <b>4,372,971</b>  | <b>7,539,647</b>  | <b>9,755,937</b>              | <b>11,906,057</b>          | <b>11,295,400</b>          |
| <b>MERCANTILE/BUSINESS PRIVILEGE LICENSES</b> |                   |                   |                               |                            |                            |
| Business Privilege - Current Year             | 168,440           | 132,200           | 121,840                       | 175,000                    | 170,000                    |
| Business Privilege - Prior Year               | 8,640             | 6,640             | 10,600                        | 7,000                      | 7,000                      |
| Landlord - Current Year                       | 79,760            | 88,120            | 81,960                        | 85,600                     | 80,000                     |
| Landlord - Prior Year                         | 16,520            | 9,120             | 5,320                         | 8,600                      | 5,000                      |
| License Commision                             | 0                 | 0                 | (1,382)                       | (1,500)                    | (1,500)                    |
| <b>TOTAL BUSINESS LICENSES</b>                | <b>273,360</b>    | <b>236,080</b>    | <b>218,339</b>                | <b>274,700</b>             | <b>260,500</b>             |
| <b>MERCANTILE/BUSINESS TAXES</b>              |                   |                   |                               |                            |                            |
| Current Year Tax                              | 2,375,927         | 2,549,041         | 2,468,134                     | 2,525,000                  | 2,800,000                  |
| Prior Year Tax                                | 130,054           | 67,457            | 189,548                       | 80,000                     | 100,000                    |
| Penalty                                       | 29,514            | 58,820            | 84,862                        | 44,000                     | 75,000                     |
| Interest                                      | 11,012            | 9,979             | 25,382                        | 7,000                      | 20,000                     |
| Tax Commision                                 | 0                 | 0                 | (53,432)                      | (20,000)                   | (25,000)                   |
| Amusement Tax                                 | 284,201           | 204,868           | 274,873                       | 250,000                    | 265,000                    |
| Amusement Tax Penalty                         | 504               | 251               | 927                           | 250                        | 500                        |
| Parking Tax                                   | 1,507,727         | 1,613,906         | 2,723,671                     | 3,330,000                  | 3,300,000                  |
| Parking License Fee                           | 13,513            | 13,271            | 14,058                        | 13,400                     | 13,900                     |
| Parking License Fee - Prior Year              | 784               | 476               | 3,266                         | 500                        | 1,000                      |
| Parking License Fee - Interest                | 2,298             | 668               | 3,477                         | 1,000                      | 1,000                      |
| General License Tax                           | 35,355            | 35,010            | 28,995                        | 33,000                     | 25,000                     |
| <b>TOTAL BUSINESS TAXES</b>                   | <b>4,390,889</b>  | <b>4,553,748</b>  | <b>5,763,761</b>              | <b>6,264,150</b>           | <b>6,576,400</b>           |
| <b>TOTAL MERC./BUS. PRIV.</b>                 | <b>4,664,249</b>  | <b>4,789,828</b>  | <b>5,982,099</b>              | <b>6,538,850</b>           | <b>6,836,900</b>           |
| <b>TOTAL OTHER TAXES</b>                      | <b>11,936,536</b> | <b>14,763,958</b> | <b>18,829,310</b>             | <b>21,403,972</b>          | <b>21,407,978</b>          |
| <b>TOTAL TAXES</b>                            | <b>28,761,824</b> | <b>31,175,865</b> | <b>35,972,687</b>             | <b>38,267,043</b>          | <b>38,444,337</b>          |

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2015 APPROVED BUDGET

| Account Name                              | 2012<br>Actual   | 2013<br>Actual   | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---|------------------|------------------|-------------------------------|----------------------------|----------------------------|
| <b>DEPARTMENTAL REVENUES</b>              |                  |                  |                               |                            |                            |
| <b>ADMINISTRATION</b>                     |                  |                  |                               |                            |                            |
| Water Utility Fund                        | 703,078          | 833,959          | 0                             | 0                          | 0                          |
| Grants Fund                               | 0                | 103,400          | 73,400                        | 87,866                     | 72,918                     |
| Sanitation Utility Fund                   | 810,490          | 500,025          | 460,000                       | 506,063                    | 506,063                    |
| Disposal Fund                             | 0                | 0                | 337,983                       | 193,386                    | 305,000                    |
| Sewerage Utility Fund                     | 277,652          | 846,131          | 0                             | 0                          | 0                          |
| Satisfaction Fees                         | 865              | 538              | 659                           | 864                        | 750                        |
| Filing Fee Returns                        | 1,384            | 903              | 1,125                         | 1,384                      | 1,200                      |
| Return of Advanced Costs                  | 0                | 0                | 9                             | 0                          | 10                         |
| Metro                                     | 152,437          | 158,625          | 0                             | 161,000                    | 70,000                     |
| Life Partnership Registry                 | 50               | 25               | 100                           | 50                         | 100                        |
| Liens - Court Costs                       | 19               | 0                | 68                            | 0                          | 70                         |
| Collection Revenue (School)               | 171,811          | 167,100          | 126,345                       | 145,334                    | 168,000                    |
| Collection Fees (School Merc.)            | 94,084           | 106,737          | 96,145                        | 95,105                     | 105,000                    |
| Returned Check Fee                        | 9,808            | 9,011            | 7,667                         | 8,808                      | 7,880                      |
| Other Administration Revenue              | 65,143           | 72,989           | 75,736                        | 75,142                     | 75,142                     |
| Documents/Publications - Mercantile       | 30               | 40               | 75                            | 30                         | 65                         |
| I.T. Chargebacks                          | 0                | 0                | 0                             | 0                          | 0                          |
| <b>TOTAL ADMINISTRATION</b>               | <b>2,286,851</b> | <b>2,799,482</b> | <b>1,179,312</b>              | <b>1,275,032</b>           | <b>1,312,198</b>           |
| <b>BUILDING &amp; HOUSING DEVELOPMENT</b> |                  |                  |                               |                            |                            |
| Rooming House                             | 1,575            | 3,675            | 4,040                         | 2,000                      | 4,000                      |
| Appeal Hearing Fees                       | 400              | 0                | 200                           | 0                          | 200                        |
| Mitigation Fees                           | 0                | 0                | 0                             | 0                          | 4,800                      |
| License Renewal Fees                      | 186,310          | 93,375           | 109,075                       | 200,000                    | 200,000                    |
| Permit Fees - Electrical                  | 87,126           | 54,150           | 45,734                        | 65,000                     | 65,000                     |
| Permit Fees - Plumbing                    | 53,915           | 41,275           | 51,750                        | 45,000                     | 48,000                     |
| Permit Fees - Building                    | 377,878          | 347,871          | 437,607                       | 370,000                    | 380,000                    |
| Permit Fees - Low Voltage Electric        | 2,972            | 470              | 1,100                         | 1,000                      | 1,000                      |
| Permit Fees - Dumpster                    | 2,325            | 2,225            | 2,550                         | 2,000                      | 2,000                      |
| Permit Fees - Demolition                  | 11,310           | 10,488           | 14,644                        | 10,000                     | 10,000                     |
| Fire Prevention Code                      | 24,523           | 28,923           | 37,923                        | 20,000                     | 25,000                     |
| Permit Fees - Special                     | 3,935            | 2,139            | 923                           | 1,800                      | 1,000                      |
| Fees - Flood Plain Certification          | 855              | 1,240            | 2,415                         | 1,200                      | 2,000                      |
| Fees - Buyer Notification                 | 20,445           | 18,200           | 19,985                        | 19,300                     | 15,000                     |
| Inspection Services                       | 0                | 0                | 0                             | 0                          | 0                          |
| Emergency Order Liens - Principal         | 0                | 25               | 0                             | 0                          | 0                          |
| Codes Enforcement                         |                  |                  |                               |                            |                            |
| Fees - Planning                           | 4,780            | 8,635            | 4,840                         | 5,000                      | 5,000                      |
| Other Health                              |                  |                  |                               |                            |                            |
| Fees - Zoning Hearing Board               | 9,975            | 15,290           | 9,270                         | 13,000                     | 10,000                     |
| Permit Fees - Zoning                      | 57,926           | 51,032           | 53,391                        | 48,000                     | 48,000                     |
| Zoning Commission                         | 0                | 0                | (90)                          | 0                          | 0                          |
| Demolition Liens - Principal              | 0                | 0                | 0                             | 0                          | 0                          |
| Demolition Liens - Interest               | 0                | 0                | 0                             | 0                          | 0                          |
| Rental Inspection                         | 92,925           | 63,545           | 176,645                       | 70,000                     | 140,000                    |
| Publications and Maps                     | 0                | 2,000            | 2,600                         | 1,000                      | 1,000                      |
| HHA Reimbursement                         | 0                | 0                | 0                             | 0                          | 0                          |
| Other Community Dev. Revenue              | 0                | 0                | 0                             | 0                          | 0                          |
| Certified Local Government Grant          | 0                | 0                | 0                             | 0                          | 0                          |
| <b>TOTAL BUILDING &amp; HOUSING DEV.</b>  | <b>998,910</b>   | <b>804,222</b>   | <b>1,040,697</b>              | <b>939,300</b>             | <b>1,027,000</b>           |

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2015 APPROVED BUDGET

| Account Name                      | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|-----------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| PUBLIC SAFETY                     |                |                |                               |                            |                            |
| Temp "No Parking" Signs           | 0              | 0              | 0                             | 0                          | 0                          |
| Fire and Burglar Alarm            | 29,975         | 48,432         | 58,971                        | 35,500                     | 50,000                     |
| Vehicular Extraction Fees         | 335            | 470            | 2,244                         | 400                        | 400                        |
| Towing Fees                       | 27,775         | 24,954         | 24,730                        | 25,460                     | 26,000                     |
| Police Investigation Reports      | 68,917         | 65,090         | 78,595                        | 72,700                     | 74,000                     |
| Booking Processing Fee            | 38,649         | 72,314         | 30,454                        | 5,000                      | 40,000                     |
| Fire Investigation Reports        | 675            | 800            | 1,065                         | 400                        | 800                        |
| Fire Inspection/Safety            | 0              | 0              | 850                           | 0                          | 550                        |
| Fees - Police Officer Application | 0              | 0              | 0                             | 0                          | 0                          |
| Fees - Firefighter Application    | 0              | 0              | 0                             | 0                          | 0                          |
| SRO - Personnel                   | 0              | 0              | 0                             | 0                          | 337,350                    |
| SRO - Equipment                   | 0              | 0              | 0                             | 0                          | 23,810                     |
| SRO - Vehicle                     | 0              | 0              | 0                             | 0                          | 200,000                    |
| SRO - Tuition                     | 0              | 0              | 0                             | 0                          | 32,475                     |
| Meter Bag Rental                  | 171,576        | 149,706        | 56,278                        | 148,700                    | 148,700                    |
| Fire Grants (SAFER)               | 0              | 494,203        | 394,102                       | 507,490                    | 216,372                    |
| Police Personnel Reimb            | 0              | 19,464         | 9,815                         | 22,541                     | 20,000                     |
| ARRA COPS 2009 Grant              | 150,789        | 164,644        | 333,212                       | 550,000                    | 84,985                     |
| ARRA Energy Block Grant           | 0              | 0              | 0                             | 0                          | 0                          |
| GREAT GRANT                       | 0              | 0              | 0                             | 0                          | 0                          |
| Domestic Violence Grant           | 0              | 4,660          | 5,465                         | 0                          | 5,000                      |
| Training Grant                    | 0              | 0              | 0                             | 0                          | 0                          |
| Auto Theft Grant                  | 0              | 0              | 0                             | 0                          | 0                          |
| Academy Grant                     | 0              | 0              | 0                             | 0                          | 0                          |
| Weed and Seed Grant               | 0              | 0              | 0                             | 0                          | 0                          |
| Universal Hiring Grant            | 0              | 0              | 0                             | 0                          | 0                          |
| Cops 2004 Grant                   | 0              | 0              | 0                             | 0                          | 0                          |
| FEMA/USAR Contract                | 86,540         | 91,679         | 24,777                        | 0                          | 30,000                     |
| Probation/Parole Grant            | 0              | 0              | 0                             | 0                          | 0                          |
| Counter-Terrorism Grant           | 40             | 0              | 0                             | 0                          | 0                          |
| State Police Reimbursement        | 0              | 0              | 0                             | 0                          | 0                          |
| HHA Reimbursement                 | 364,209        | 89,309         | 485,251                       | 250,000                    | 385,000                    |
| Other Public Safety Revenue       | 41,767         | 33,556         | 32,166                        | 40,000                     | 40,000                     |
| Fees - Permit Parking             | 33,940         | 32,495         | 36,845                        | 34,000                     | 35,000                     |
| Fines and Costs                   | 91,092         | 72,919         | 61,975                        | 87,000                     | 74,000                     |
| Drug Task Force Reimbursement     | 102,549        | 73,943         | 73,072                        | 96,000                     | 80,000                     |
| Highway Safety Program Reimburse. | 3,343          | 0              | 6,734                         | 0                          | 0                          |
| Vice Reinbersment                 | 0              | 0              | 0                             | 0                          | 0                          |
| E911 Surcharge                    | 0              | 0              | 0                             | 0                          | 0                          |
| HSD Reimbursement                 | 0              | 0              | 0                             | 0                          | 0                          |
| Dog Licenses                      | 8,378          | 7,452          | 9,616                         | 8,378                      | 10,000                     |
| Fees - Booting                    | 16,200         | 1,925          | 13,695                        | 9,000                      | 10,000                     |
| Police Extra Duty Revenue         | 504,080        | 396,291        | 548,804                       | 507,250                    | 575,000                    |
| TOTAL PUBLIC SAFETY               | 1,740,828      | 1,844,305      | 2,288,714                     | 2,399,819                  | 2,499,442                  |

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2015 APPROVED BUDGET

| Account Name                         | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--------------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| PUBLIC WORKS                         |                |                |                               |                            |                            |
| Street Cut Inspect                   | 89,150         | 720            | 0                             | 85,278                     | 125,000                    |
| Street Cut Degradation Fees          | 1,990          | 0              | 0                             | 2,000                      | 2,000                      |
| Permit Fees - Sewer Tappage          | 25,783         | 34,353         | 0                             | 17,055                     | 0                          |
| VMC Charges - Dauphin County         | 45,689         | 5,547          | 1,652                         | 6,341                      | 750                        |
| VMC Charges - THA Covanta            | 66,814         | 8,403          | 77,096                        | 9,108                      | 0                          |
| VMC Charges - Water                  | 65,596         | 53,809         | 9,992                         | 0                          | 0                          |
| VMC Charges- Fed Grant               | 4,178          | 2,411          | 1,574                         | 3,000                      | 0                          |
| VMC Charges - Steelton Borough       | 68,447         | 2,465          | 0                             | 2,465                      | 0                          |
| VMC Charges - Sanitation             | 225,550        | 231,648        | 269,218                       | 222,488                    | 260,000                    |
| VMC Charges - Sewer/A.W.T.F.         | 49,761         | 48,006         | 8,123                         | 0                          | 0                          |
| VMC Charges - State Liquid Fuels     | 112,000        | 145,000        | 144,895                       | 120,000                    | 145,000                    |
| VMC Charges - Hbg Parking Authority  | 28,688         | 27,744         | 5,181                         | 28,000                     | 0                          |
| VMC Charges - Hbg Redev. Authority   | 994            | 1,270          | 1,208                         | 1,300                      | 1,000                      |
| VMC Charges - Hbg School District    | 247,171        | 61,507         | 13,390                        | 75,000                     | 10,000                     |
| VMC Charges - Hbg Housing Authority  | 6,442          | 4,920          | 1,832                         | 5,300                      | 0                          |
| Sewer Maintenance Charges            | 823,149        | 753,731        | 163,099                       | 823,149                    | 0                          |
| Sewer Maintenance Liens - Principal  | 1,470          | 2,182          | 1,925                         | 2,300                      | 0                          |
| Sewer Maintenance Liens - Interest   | 704            | 547            | 858                           | 700                        | 0                          |
| Keep HBG Clean                       | 0              | 10             | 7,797                         | 10                         | 0                          |
| Publications and Maps                | 7              | 28             | 4                             | 35                         | 25                         |
| Recycling Revenue - Demolition       | 0              | 0              | 0                             | 0                          | 0                          |
| CDBG Reimbursement - Demolition      | 131,667        | 114,938        | 94,862                        | 115,000                    | 115,000                    |
| Inlet Replacement                    | 0              | 0              | 0                             | 0                          | 40,190                     |
| Other Public Works Revenue           | 8,787          | 3,419          | 45,270                        | 4,500                      | 4,500                      |
| TOTAL PUBLIC WORKS                   | 2,004,037      | 1,502,655      | 847,976                       | 1,523,029                  | 703,465                    |
| PARKS AND RECREATION                 |                |                |                               |                            |                            |
| Revenue - Pool #1                    | 10,374         | 8,207          | 8,816                         | 10,374                     | 8,816                      |
| Revenue - Pool #2                    | 73             | 0              | 0                             | 0                          | 4,000                      |
| Fees - Shade Trees                   | 145            | 215            | 165                           | 230                        | 230                        |
| Fees - Special Parking - City Island | 0              | 0              | 0                             | 0                          | 0                          |
| Contribution/Donations               | 0              | 0              | 0                             | 0                          | 0                          |
| Explore Prog. Reimb. from HSD        | 0              | 0              | 0                             | 0                          | 0                          |
| Publication Advertising              | 0              | 0              | 0                             | 0                          | 0                          |
| Recreation Publications              | 0              | 0              | 0                             | 0                          | 0                          |
| Other Parks and Recreation Rev.      | 0              | 2,944          | 3,950                         | 2,944                      | 3,000                      |
| TOTAL PARKS AND RECREATION           | 10,593         | 11,366         | 12,931                        | 13,548                     | 16,046                     |
| TOTAL DEPARTMENT REVENUE             | 7,041,218      | 6,962,031      | 5,369,630                     | 6,150,728                  | 5,558,151                  |

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2015 APPROVED BUDGET

| Account Name                      | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|-----------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| OTHER REVENUES                    |                |                |                               |                            |                            |
| FINES AND FORFEITS                |                |                |                               |                            |                            |
| DJ - Traffic Violations           | 184,067        | 102,411        | 97,296                        | 152,000                    | 110,000                    |
| DJ - Summary Criminal Offenses    | 357,127        | 272,105        | 246,905                       | 301,000                    | 300,000                    |
| DJ - Codes Violations             | 77,139         | 47,000         | 68,063                        | 70,000                     | 75,000                     |
| City Parking Violations           | 1,093,142      | 880,585        | 1,550,111                     | 1,500,000                  | 1,500,000                  |
| Witness Fees                      | 0              | 0              | 0                             | 0                          | 0                          |
| Other Fines and Forfeits          | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL FINES AND FORFEITS          | 1,711,475      | 1,302,101      | 1,962,376                     | 2,023,000                  | 1,985,000                  |
| LICENSES AND PERMITS              |                |                |                               |                            |                            |
| Alcoholic Beverage Licenses       | 28,740         | 30,650         | 29,650                        | 36,000                     | 36,000                     |
| Cable TV Franchise License        | 544,559        | 541,008        | 419,387                       | 534,000                    | 540,000                    |
| TOTAL LICENSES AND PERMITS        | 573,299        | 571,658        | 449,037                       | 570,000                    | 576,000                    |
| INTEREST INCOME                   |                |                |                               |                            |                            |
| Savings                           | 313            | 17             | 2                             | 25                         | 2                          |
| Tax Appeal                        | 100            | 63             | 401                           | 80                         | 200                        |
| Collection System                 | 6              | 2              | 19                            | 3                          | 20                         |
| Education                         | 460            | 475            | 291                           | 460                        | 480                        |
| Transfer Interest                 | 14             | 0              | 0                             | 0                          | 0                          |
| E.M.S.Tax Rebate Account Interest | 29             | 16             | 9                             | 18                         | 12                         |
| Interest on CDs                   | 42,813         | 27,463         | 20,966                        | 36,000                     | 25,000                     |
| PNI Loan Interest                 | 16,054         | 9,263          | 7,072                         | 7,000                      | 7,800                      |
| Other Investments                 | 1,164          | 1,143          | 459                           | 1,100                      | 1,100                      |
| Interest Earnings                 | 0              | 0              | 0                             | 0                          | 0                          |
| Insurance Service                 | 0              | 0              | 0                             | 0                          | 0                          |
| Insurance Interest - W.C.         | 22             | 0              | 0                             | 22                         | 0                          |
| Water System Sale Proceeds        | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL INTEREST INCOME             | 60,976         | 38,442         | 29,219                        | 44,708                     | 34,614                     |
| PROPERTY INCOME                   |                |                |                               |                            |                            |
| Rental Income                     | 2,778          | 2,363          | 1,863                         | 2,617                      | 2,400                      |
| HPA Rental Income                 | 24,267         | 0              | 20,800                        | 20,800                     | 20,800                     |
| Easement Fees                     | 34,812         | 30,621         | 31,083                        | 38,643                     | 39,000                     |
| Gain on Sale of Fixed Assets      | 0              | 0              | 25,000                        | 0                          | 0                          |
| TOTAL PROPERTY INCOME             | 61,856         | 32,984         | 78,746                        | 62,060                     | 62,200                     |

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2015 APPROVED BUDGET

| Account Name                         | 2012<br>Actual   | 2013<br>Actual   | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--------------------------------------|------------------|------------------|-------------------------------|----------------------------|----------------------------|
| <b>MISCELLANEOUS</b>                 |                  |                  |                               |                            |                            |
| Reimbursement for Loss/Damage        | 0                | 0                | 0                             | 0                          | 0                          |
| Reimb for THA Shared Svcs            | 0                | 212,075          | 1,274,451                     | 1,560,000                  | 650,000                    |
| Stop Loss Recoveries                 | 175              | 134,555          | 763,713                       | 0                          | 0                          |
| Work Comp-Excess Recovery            | 0                | 504,325          | 0                             | 233,000                    | 0                          |
| Receipt of Prior Year Revenue        | 47,298           | 2,084            | 0                             | 10,000                     | 0                          |
| Insurance Reimbursement for Loss     | 57,362           | 24,390           | 25,521                        | 0                          | 50,000                     |
| Contributions and Donations          | 0                | 3,200            | 97,130                        | 4,000                      | 200,000                    |
| Miscellaneous                        | 78               | 0                | 0                             | 0                          | 0                          |
| Payments In Lieu of Taxes (PILOTS)   | 370,704          | 417,821          | 535,920                       | 371,158                    | 600,000                    |
| Naming Rights                        | 0                | 0                | 0                             | 0                          | 0                          |
| Harrisburg Broadcasting Network      | 1,350            | 2,225            | 7,900                         | 2,200                      | 0                          |
| MOSP - Project Development Reimb     | 0                | 0                | 0                             | 0                          | 0                          |
| Refund of Expenditures               | 29,225           | 70,187           | 2,449                         | 80,000                     | 29,000                     |
| Express Script Rebate                | 13,543           | 311,899          | 256,381                       | 125,800                    | 150,000                    |
| Spec Proj Infrastructure             | 0                | 0                | 0                             | 0                          | 350,000                    |
| Medicare Part D Program              | 81,348           | 87,322           | 56,985                        | 90,000                     | 80,000                     |
| Miscellaneous Lien - Principal       | 3,914            | 1,006            | 713                           | 1,300                      | 0                          |
| Miscellaneous Lien - Interest        |                  | 0                | 0                             | 0                          | 0                          |
| <b>TOTAL MISCELLANEOUS</b>           | <b>604,996</b>   | <b>1,771,091</b> | <b>3,021,162</b>              | <b>2,477,458</b>           | <b>2,109,000</b>           |
| <b>OTHER FINANCING SOURCES</b>       |                  |                  |                               |                            |                            |
| S.W.A.P. Revenue                     | 0                | 0                | 0                             | 0                          | 0                          |
| City Guarantee Fees                  | 0                | 0                | 0                             | 0                          | 0                          |
| Mortgage Refinancing Proceeds        | 0                | 0                | 0                             | 0                          | 0                          |
| T.R.A.N./Loan Proceeds               | 0                | 0                | 0                             | 0                          | 75,000                     |
| Pennvest                             | 0                | 0                | 0                             | 0                          | 0                          |
| Settlement Recoveries                | 0                | 0                | 0                             | 0                          | 0                          |
| <b>TOTAL OTHER FINANCING SOURCES</b> | <b>0</b>         | <b>0</b>         | <b>0</b>                      | <b>0</b>                   | <b>75,000</b>              |
| <b>INTERGOVERNMENTAL</b>             |                  |                  |                               |                            |                            |
| The Harrisburg Authority (CRW)       | 0                | 0                | 169,510                       | 0                          | 0                          |
| Pension System State Aid             | 2,543,634        | 2,609,214        | 2,438,398                     | 2,431,070                  | 2,440,000                  |
| Gaming Funds                         | 0                | 0                | 0                             | 0                          | 44,137                     |
| Public Utility Realty Taxes          | 35,704           | 36,557           | 39,469                        | 36,557                     | 38,000                     |
| Capital Fire Protection              | 2,500,000        | 496,000          | 496,000                       | 496,000                    | 496,000                    |
| Grant Proceeds                       | 0                | 3,100            | 100,000                       | 137,000                    | 75,000                     |
| Equipment Grant                      | 0                | 77,848           | 22,152                        | 0                          | 0                          |
| HPA Coordinated Parking Agreement    | 250,000          | 0                | 0                             | 0                          | 0                          |
| Priority Parking Distribution        | 0                | 0                | 500,000                       | 500,000                    | 1,000,000                  |
| <b>TOTAL INTERGOVERNMENTAL</b>       | <b>5,329,337</b> | <b>3,222,719</b> | <b>3,765,528</b>              | <b>3,600,627</b>           | <b>4,093,137</b>           |

GENERAL FUND  
REVENUE ANALYSIS DETAIL  
2015 APPROVED BUDGET

| Account Name               | 2012<br>Actual           | 2013<br>Actual           | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------|--------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|
| INTERFUND TRANSFERS        |                          |                          |                               |                            |                            |
| Capital Projects Fund      | 0                        | 0                        | 0                             | 0                          | 0                          |
| Trust and Agency Fund      | 0                        | 0                        | 0                             | 0                          | 0                          |
| Hydroelectric Dam Fund     | 0                        | 0                        | 0                             | 0                          | 0                          |
| State & Fed Grants         | 1,750,000                | 4,504,000                | 4,504,000                     | 4,504,000                  | 4,504,000                  |
| Federal Grants             | 0                        | 0                        | 0                             | 16,000                     | 0                          |
| Sanitation Utility Fund    | 1,688,939                | 710,496                  | 0                             | 1,749,261                  | 1,749,261                  |
| Sewer Utility Fund         | 0                        | 0                        | 0                             | 0                          | 0                          |
| TOTAL INTERFUND TRANSFERS  | <u>3,438,939</u>         | <u>5,214,496</u>         | <u>4,504,000</u>              | <u>6,269,261</u>           | <u>6,253,261</u>           |
| TOTAL OTHER REVENUES       | <u>11,780,879</u>        | <u>12,153,490</u>        | <u>13,810,066</u>             | <u>15,047,114</u>          | <u>15,188,212</u>          |
| GENERAL FUND REVENUE       | <u>47,583,922</u>        | <u>50,291,387</u>        | <u>55,152,384</u>             | <u>59,464,885</u>          | <u>59,190,699</u>          |
| Fund Balance Appropriation | 0                        | 0                        | 0                             | 0                          | 280,000                    |
| GENERAL FUND RESOURCES     | <u><u>47,583,922</u></u> | <u><u>50,291,387</u></u> | <u><u>55,152,384</u></u>      | <u><u>59,464,885</u></u>   | <u><u>59,470,699</u></u>   |

## 2015 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

| Revenue Account                     | 2012 Actual            | 2013 Actual            | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-------------------------------------|------------------------|------------------------|----------------------------|-------------------------|-------------------------|
| 301001 DISCOUNT PERIOD              | \$12,884,505.93        | \$12,506,662.14        | \$12,623,765.81            | \$12,504,323.80         | \$12,621,272.46         |
| 301002 FLAT PERIOD                  | \$1,268,807.57         | \$1,392,597.25         | \$1,420,813.26             | \$1,391,522.43          | \$1,420,566.94          |
| 301003 PENALTY PERIOD               | \$1,033,330.63         | \$842,010.11           | \$877,487.25               | \$1,312,000.00          | \$1,025,850.91          |
| 301004 REFUND PRIOR YR RE TAX       | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 302001 DISCOUNT AMOUNT              | (\$261,512.15)         | (\$253,563.27)         | (\$253,617.33)             | (\$253,516.50)          | (\$253,567.46)          |
| 302003 PENALTY AMOUNT               | \$103,841.12           | \$84,401.92            | \$88,199.27                | \$158,909.00            | \$102,600.00            |
| 304001 TAX LIENS - PRINCIPAL        | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 305001 TAX AMOUNT-1ST PRIOR YEAR    | \$539,347.98           | \$540,042.31           | \$720,504.34               | \$554,960.00            | \$710,000.00            |
| 305002 TAX AMOUNT-2ND PRIOR YEAR    | \$842,137.49           | \$854,402.96           | \$1,013,325.46             | \$810,444.00            | \$910,000.00            |
| 305003 TAX AMOUNT-3RD PRIOR YEAR    | \$105,972.80           | \$120,843.51           | \$235,983.81               | \$91,237.00             | \$150,000.00            |
| 306001 PENALTY/INT 1ST YR PRIOR     | \$73,109.39            | \$71,956.65            | \$98,245.51                | \$71,356.00             | \$79,635.40             |
| 306002 PENALTY/INT 2ND YR PRIOR     | \$196,032.29           | \$204,855.66           | \$238,286.34               | \$189,510.00            | \$210,000.00            |
| 306003 PENALTY/INT 3RD YR PRIOR     | \$39,715.65            | \$47,697.71            | \$80,383.78                | \$32,326.00             | \$60,000.00             |
| 307000 TAX AMOUNT/TAX SALES         | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 308000 PENALTY/INTEREST TAX SALE    | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>301100 REAL ESTATE TAXES</b>     | <b>\$16,825,288.70</b> | <b>\$16,411,906.95</b> | <b>\$17,143,377.50</b>     | <b>\$16,863,071.73</b>  | <b>\$17,036,358.25</b>  |
| 309000 TRANSFER TAX REVENUE         | \$436,537.14           | \$272,144.62           | \$455,669.66               | \$285,100.00            | \$410,000.00            |
| <b>309100 TRANSFER TAXES</b>        | <b>\$436,537.14</b>    | <b>\$272,144.62</b>    | <b>\$455,669.66</b>        | <b>\$285,100.00</b>     | <b>\$410,000.00</b>     |
| 310000 HOTEL TAX REVENUE            | \$586,890.24           | \$350,000.00           | \$527,319.75               | \$740,000.00            | \$840,000.00            |
| <b>310100 HOTEL TAXES</b>           | <b>\$586,890.24</b>    | <b>\$350,000.00</b>    | <b>\$527,319.75</b>        | <b>\$740,000.00</b>     | <b>\$840,000.00</b>     |
| 311000 OPT CURRENT YR REVENUE       | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 312003 OPT CURRENT YR PENALTY       | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 313000 OPT PRIOR YR TAX             | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 314050 OPT PRIOR YR PENALTY         | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 315001 OPT CUR YR COMMISSION        | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 315002 OPT PRIOR YR COMMISSION      | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>311100 OCC PRI VI LEGE TAXES</b> | <b>\$0.00</b>          | <b>\$0.00</b>          | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 316000 EMERGENCY/MUN SERVICES       | \$1,340,516.22         | \$1,316,223.38         | \$1,578,871.85             | \$1,434,000.00          | \$1,494,000.00          |
| 316003 CURR YR PENALTY              | \$352.75               | \$250.63               | \$244.33                   | \$300.00                | \$300.00                |
| 316005 E.M.S. TAX REBATE            | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 316006 EMS TAX PRIOR YEAR           | \$536,035.40           | \$497,000.21           | \$531,617.13               | \$500,906.00            | \$532,662.58            |
| 316007 PEN PRIOR YEAR               | \$304.79               | \$87.39                | (\$1,200.57)               | \$200.00                | \$200.00                |
| 318000 EMS TAX COMMISSIONS          | (\$1,056.84)           | (\$982.25)             | (\$964.25)                 | (\$1,200.00)            | (\$1,200.00)            |
| 318006 PRIOR YR EMS COMMISSION      | (\$264.57)             | (\$241.20)             | (\$284.26)                 | (\$241.20)              | (\$284.26)              |
| <b>316100 E.M.S. TAX</b>            | <b>\$1,875,887.75</b>  | <b>\$1,812,338.16</b>  | <b>\$2,108,284.23</b>      | <b>\$1,933,964.80</b>   | <b>\$2,025,678.32</b>   |
| 321000 EIT - CURR YR                | \$4,458,962.59         | \$7,661,496.54         | \$9,894,109.43             | \$12,070,156.81         | \$11,500,000.00         |
| 323000 EIT - PRIOR YR               | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 323001 EIT COMMISSIONS              | (\$82,409.65)          | (\$117,325.80)         | (\$133,602.58)             | (\$160,600.00)          | (\$200,000.00)          |
| 323002 EIT EQUITY DISTRIBUTION      | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 323003 EIT-DCTCC FEES               | (\$3,581.76)           | (\$4,523.68)           | (\$4,570.21)               | (\$3,500.00)            | (\$4,600.00)            |
| <b>321100 EARNED INCOME TAX</b>     | <b>\$4,372,971.18</b>  | <b>\$7,539,647.06</b>  | <b>\$9,755,936.64</b>      | <b>\$11,906,056.81</b>  | <b>\$11,295,400.00</b>  |
| 324001 MERCANTILE/BUS LIC CUR YR    | \$168,440.00           | \$132,200.00           | \$121,840.00               | \$175,000.00            | \$170,000.00            |
| 324002 MERCANTILE/BUS LIC PR YR     | \$8,640.00             | \$6,640.00             | \$10,600.00                | \$7,000.00              | \$7,000.00              |



## 2015 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

| Revenue Account                           | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 324004 MERC/LANDLORD LIC CURR YR          | \$79,760.00           | \$88,120.00           | \$81,960.00                | \$85,600.00             | \$80,000.00             |
| 324005 MERC/LANDLORD LIC PRIORYR          | \$16,520.00           | \$9,120.00            | \$5,320.00                 | \$8,600.00              | \$5,000.00              |
| 324009 MERC LIC COMMISSION                | \$0.00                | \$0.00                | (\$1,381.50)               | (\$1,500.00)            | (\$1,500.00)            |
| <b>324100 MERC/ BUS PRIVILEG LICENSES</b> | <b>\$273,360.00</b>   | <b>\$236,080.00</b>   | <b>\$218,338.50</b>        | <b>\$274,700.00</b>     | <b>\$260,500.00</b>     |
| 325001 MBP TAX - CURRENT YR               | \$2,375,927.11        | \$2,549,041.40        | \$2,468,134.17             | \$2,525,000.00          | \$2,800,000.00          |
| 325002 MBP TAX - PRIOR YR                 | \$130,053.76          | \$67,456.55           | \$189,548.46               | \$80,000.00             | \$100,000.00            |
| 325003 MBP TAX - PENALTY                  | \$29,513.65           | \$58,820.33           | \$84,861.98                | \$44,000.00             | \$75,000.00             |
| 325004 MBP TAX - INTEREST                 | \$11,012.46           | \$9,979.32            | \$25,382.27                | \$7,000.00              | \$20,000.00             |
| 325009 MBP TAX COMMISSION                 | \$0.00                | \$0.00                | (\$53,432.39)              | (\$20,000.00)           | (\$25,000.00)           |
| 326001 MBP AMUSEMENT TAX                  | \$284,201.34          | \$204,868.49          | \$274,873.19               | \$250,000.00            | \$265,000.00            |
| 326011 AMUSEMENT TAX PENALTY              | \$503.64              | \$251.10              | \$926.53                   | \$250.00                | \$500.00                |
| 327000 MBP PARKING TAXES CURRENT          | \$1,507,726.85        | \$1,613,906.19        | \$2,723,670.57             | \$3,330,000.00          | \$3,300,000.00          |
| 327001 MBP PARKING FEE                    | \$13,513.00           | \$13,271.00           | \$14,058.00                | \$13,400.00             | \$13,900.00             |
| 327002 PARKING LICENSE FEE-PRIOR          | \$784.06              | \$476.25              | \$3,266.00                 | \$500.00                | \$1,000.00              |
| 327003 PARKING LICENSE FEE-PENAL          | \$2,298.44            | \$667.69              | \$3,477.20                 | \$1,000.00              | \$1,000.00              |
| 329000 MBP GENERAL LICENSE TAX            | \$35,355.00           | \$35,010.00           | \$28,995.00                | \$33,000.00             | \$25,000.00             |
| <b>325100 MERC/ BUS TAXES</b>             | <b>\$4,390,889.31</b> | <b>\$4,553,748.32</b> | <b>\$5,763,760.98</b>      | <b>\$6,264,150.00</b>   | <b>\$6,576,400.00</b>   |
| 340002 HBG WATER UTILITY FUND             | \$703,078.00          | \$833,959.00          | \$0.00                     | \$0.00                  | \$0.00                  |
| 340008 GRANTS FUND                        | \$0.00                | \$103,399.50          | \$73,399.50                | \$87,866.00             | \$72,917.92             |
| 340027 SANITATION UTILITY FUND            | \$810,490.00          | \$500,025.00          | \$460,000.00               | \$506,063.00            | \$506,063.00            |
| 340028 DISPOSAL FUND                      | \$0.00                | \$0.00                | \$337,983.28               | \$193,386.00            | \$305,000.00            |
| 340029 SEWERAGE UTILITY FUND              | \$277,651.61          | \$846,131.00          | \$0.00                     | \$0.00                  | \$0.00                  |
| 340040 SATISFACTION FEES                  | \$864.99              | \$538.10              | \$658.50                   | \$864.00                | \$750.00                |
| 340050 FILING FEE RETURNS                 | \$1,384.05            | \$902.78              | \$1,125.48                 | \$1,384.00              | \$1,200.00              |
| 340055 ADVANCED COSTS RETURN              | \$0.00                | \$0.00                | \$9.47                     | \$0.00                  | \$10.00                 |
| 340060 METRO                              | \$152,437.00          | \$158,625.00          | \$0.00                     | \$161,000.00            | \$70,000.00             |
| 340061 LIFE PARTNERSHIP REGISTRY          | \$50.00               | \$25.00               | \$100.00                   | \$50.00                 | \$100.00                |
| 340065 LIENS - COURT COSTS                | \$19.00               | \$0.00                | \$68.26                    | \$0.00                  | \$70.00                 |
| 340080 COLLECTION REV (SCHOOL)            | \$171,811.28          | \$167,099.89          | \$126,344.66               | \$145,334.00            | \$168,000.00            |
| 340081 COLLECTION FEES(SCHOOL)            | \$94,084.32           | \$106,737.35          | \$96,145.34                | \$95,104.70             | \$105,000.00            |
| 340085 NSF CHECK FEE                      | \$9,808.21            | \$9,010.59            | \$7,666.83                 | \$8,808.00              | \$7,880.00              |
| 340090 OTHER ADMINISTRATIVE               | \$65,142.67           | \$72,988.74           | \$75,735.85                | \$75,142.00             | \$75,142.00             |
| 340091 MERCANTILE DOCS/PUBLISH            | \$30.00               | \$40.00               | \$75.00                    | \$30.00                 | \$65.00                 |
| 340092 D.P. CHARGEBACKS                   | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>340100 DEPT OF ADMIN REVENUES</b>      | <b>\$2,286,851.13</b> | <b>\$2,799,481.95</b> | <b>\$1,179,312.17</b>      | <b>\$1,275,031.70</b>   | <b>\$1,312,197.92</b>   |
| 341001 ROOMING HOUSE                      | \$1,575.00            | \$3,675.00            | \$4,040.00                 | \$2,000.00              | \$4,000.00              |
| 341002 APPEAL HEARING FEES                | \$400.00              | \$0.00                | \$200.00                   | \$0.00                  | \$200.00                |
| 341003 MITIGATION FEES                    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$4,800.00              |
| 341011 LICENSE RENEWAL FEES               | \$186,310.00          | \$93,375.00           | \$109,075.00               | \$200,000.00            | \$200,000.00            |
| 341020 ELECTRICAL PERMIT FEE              | \$87,125.50           | \$54,150.00           | \$45,734.00                | \$65,000.00             | \$65,000.00             |
| 341021 PLUMBING PERMIT FEE                | \$53,915.00           | \$41,275.00           | \$51,750.00                | \$45,000.00             | \$48,000.00             |
| 341022 BUILDING PERMIT FEE                | \$377,878.30          | \$347,871.00          | \$437,607.00               | \$370,000.00            | \$380,000.00            |
| 341023 LOW VOLTAGE ELEC. PERMITS          | \$2,972.00            | \$470.00              | \$1,100.00                 | \$1,000.00              | \$1,000.00              |

## **2015 Approved Budget**

### Revenue Line Item

#### **BUDGET UNIT: 01000100 GENERAL FUND**

| Revenue Account                    | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 341024 DUMPSTER PERMIT FEES        | \$2,325.00          | \$2,225.00          | \$2,550.00                 | \$2,000.00              | \$2,000.00              |
| 341025 DEMOLITION PERMIT FEES      | \$11,310.00         | \$10,488.00         | \$14,644.00                | \$10,000.00             | \$10,000.00             |
| 341026 FIRE PREVENTION CODE        | \$24,523.00         | \$28,923.00         | \$37,923.00                | \$20,000.00             | \$25,000.00             |
| 341027 SPECIAL PERMIT FEES         | \$3,935.14          | \$2,138.64          | \$922.68                   | \$1,800.00              | \$1,000.00              |
| 341028 FLOOD PLAIN CERTIFICATION   | \$855.00            | \$1,240.00          | \$2,415.00                 | \$1,200.00              | \$2,000.00              |
| 341030 BUYER NOTIFY FEES           | \$20,445.00         | \$18,200.00         | \$19,985.00                | \$19,300.00             | \$15,000.00             |
| 341033 CODES INSPECT SERVICE       | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 341040 EMG ORD LIENS / PRINCIPAL   | \$0.00              | \$25.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 341041 EMG ORD LIEN/INTEREST       | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 341050 PLANNING FEES               | \$4,780.00          | \$8,635.14          | \$4,840.38                 | \$5,000.00              | \$5,000.00              |
| 341051 HEALTH INSPECT FEES         | \$59,735.00         | \$59,665.00         | \$66,095.00                | \$65,000.00             | \$65,000.00             |
| 341060 ZONING HEARING BOARD FEES   | \$9,975.00          | \$15,290.00         | \$9,270.00                 | \$13,000.00             | \$10,000.00             |
| 341061 PERMIT FEES-ZONING SIGN     | \$57,926.00         | \$51,031.63         | \$53,391.00                | \$48,000.00             | \$48,000.00             |
| 341069 ZONING COMMISSION           | \$0.00              | \$0.00              | (\$90.00)                  | \$0.00                  | \$0.00                  |
| 341070 DEMO LIENS-PRINCIPAL        | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 341071 DEMO LIENS-PENALTY          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 341072 RENTAL INSPECTION INCOME    | \$92,925.00         | \$63,545.00         | \$176,645.00               | \$70,000.00             | \$140,000.00            |
| 341080 SALE OF PUB/ MAPS/ GIS DATA | \$0.00              | \$2,000.00          | \$2,600.00                 | \$1,000.00              | \$1,000.00              |
| 341089 HHA REIMBURSEMENT           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 341090 OTHER DBHD                  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 341091 GOVERNMENT GRANTS           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>341100 DBHD REVENUES</b>        | <b>\$998,909.94</b> | <b>\$804,222.41</b> | <b>\$1,040,697.06</b>      | <b>\$939,300.00</b>     | <b>\$1,027,000.00</b>   |
| 342007 TEMP. "NO PARKING" SIGNS    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 342008 BURG/FIRE ALARMS            | \$29,975.00         | \$48,432.00         | \$58,971.00                | \$35,500.00             | \$50,000.00             |
| 342009 VEHICLE EXTRACTION FEES     | \$335.00            | \$470.00            | \$2,244.00                 | \$400.00                | \$400.00                |
| 342015 TOWING FEES                 | \$27,775.00         | \$24,954.00         | \$24,729.75                | \$25,460.00             | \$26,000.00             |
| 342020 POLICE INV REPORTS          | \$68,916.50         | \$65,090.00         | \$78,595.00                | \$72,700.00             | \$74,000.00             |
| 342021 BOOKING PROCESSING FEE      | \$38,648.61         | \$72,313.88         | \$30,453.79                | \$5,000.00              | \$40,000.00             |
| 342030 FIRE INV REPORTS            | \$675.00            | \$800.00            | \$1,065.00                 | \$400.00                | \$800.00                |
| 342031 FIRE INSPECTION/SAFETY      | \$0.00              | \$0.00              | \$850.00                   | \$0.00                  | \$550.00                |
| 342042 POLICE APP PROCESS FEE      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 342043 FIREFIGHTER APP FEES        | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 342044 SRO-PERSONNEL               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$337,350.00            |
| 342045 SRO-EQUIPMENT               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$23,810.00             |
| 342046 SRO-VEHICLE                 | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$200,000.00            |
| 342047 SRO-TUITION                 | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$32,475.00             |
| 342050 METER BAG RENTAL            | \$171,575.50        | \$149,705.50        | \$56,277.50                | \$148,700.00            | \$148,700.00            |
| 342051 FIRE GRANTS (SAFER)         | \$0.00              | \$494,202.86        | \$394,101.80               | \$507,490.00            | \$216,371.90            |
| 342061 POLICE PERSONNEL REIMB      | \$0.00              | \$19,463.60         | \$9,815.06                 | \$22,541.49             | \$20,000.00             |
| 342070 ARRA COPS 2009              | \$150,789.08        | \$164,644.25        | \$333,212.41               | \$550,000.00            | \$84,984.76             |
| 342071 ARRA ENERGY BLOCK GRANT     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 342072 ARRA JAG                    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 342073 GREAT GRANT                 | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |

## **2015 Approved Budget**

### Revenue Line Item

#### **BUDGET UNIT: 01000100 GENERAL FUND**

| Revenue Account                     | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 342074 POLICE ON PATROL             | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342075 TRAINING GRANT               | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342079 DOMESTIC VIOLENCE GRANT      | \$0.00                | \$4,660.18            | \$5,464.94                 | \$0.00                  | \$5,000.00              |
| 342080 AUTO THEFT GRANT             | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342081 ACADEMY GRANT                | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342082 WEED 'N SEED GRANT           | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342083 UNIVERSAL HIRING GRANT       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342084 PROBATION/PAROLE GRANT       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342085 COUNTER-TERRORISM GRANT      | \$40.00               | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342086 FEMA/USAR CONTRACT           | \$86,540.30           | \$91,679.45           | \$24,777.26                | \$0.00                  | \$30,000.00             |
| 342088 PSP REIMBURSEMENT            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342089 HHA REIMBURSEMENT            | \$364,209.27          | \$89,309.46           | \$485,250.50               | \$250,000.00            | \$385,000.00            |
| 342090 OTHER PUBLIC SAFETY          | \$41,766.70           | \$33,555.73           | \$32,165.97                | \$40,000.00             | \$40,000.00             |
| 342091 PERMIT PARKING FEES          | \$33,939.50           | \$32,495.00           | \$36,845.00                | \$34,000.00             | \$35,000.00             |
| 342092 FINE AND COSTS               | \$91,092.31           | \$72,918.92           | \$61,974.69                | \$87,000.00             | \$74,000.00             |
| 342093 DRUG TASK FORCE REIMBURS     | \$102,548.75          | \$73,942.56           | \$73,071.61                | \$96,000.00             | \$80,000.00             |
| 342094 HIGHWAY SAFETY GRANT         | \$3,343.33            | \$0.00                | \$6,733.81                 | \$0.00                  | \$0.00                  |
| 342095 VICE REIMBURSEMENTS          | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342096 E911 SURCHARGE               | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342097 SCHOOL DIST REIMBURSEMENT    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 342098 DOG AND CAT LICENSES         | \$8,378.00            | \$7,452.00            | \$9,616.00                 | \$8,378.00              | \$10,000.00             |
| 342099 BOOTING FEES                 | \$16,200.00           | \$1,925.00            | \$13,695.00                | \$9,000.00              | \$10,000.00             |
| 342901 POLICE EXTRA DUTY            | \$504,079.85          | \$396,290.91          | \$548,803.98               | \$507,250.00            | \$575,000.00            |
| <b>342100 DEPT OF PUBLIC SAFETY</b> | <b>\$1,740,827.70</b> | <b>\$1,844,305.30</b> | <b>\$2,288,714.07</b>      | <b>\$2,399,819.49</b>   | <b>\$2,499,441.66</b>   |
| 343002 STREET CUT INSPECT           | \$89,150.00           | \$720.00              | \$0.00                     | \$85,278.04             | \$125,000.00            |
| 343003 ST CUT DEGRADATION FEES      | \$1,990.00            | \$0.00                | \$0.00                     | \$2,000.00              | \$2,000.00              |
| 343010 SEWER TAPPAGE PERMIT         | \$25,782.68           | \$34,353.00           | \$0.00                     | \$17,055.00             | \$0.00                  |
| 343029 VMC CHARGES - DAUPHIN CTY    | \$45,688.58           | \$5,546.54            | \$1,651.95                 | \$6,341.00              | \$750.00                |
| 343030 VMC CHARGES THA-COVANTA      | \$66,814.16           | \$8,402.59            | \$77,096.11                | \$9,108.00              | \$0.00                  |
| 343032 VMC CHRGS - WATER UTILITY    | \$65,596.38           | \$53,809.37           | \$9,991.62                 | \$0.00                  | \$0.00                  |
| 343035 VMC CHRGS - FED GRANT        | \$4,177.86            | \$2,410.82            | \$1,573.85                 | \$3,000.00              | \$0.00                  |
| 343036 VMC CHARGES-STEELTON BOR     | \$68,446.95           | \$2,464.54            | \$0.00                     | \$2,464.54              | \$0.00                  |
| 343037 VMC CHRGS/SANITATION FUND    | \$225,549.55          | \$231,647.54          | \$269,217.75               | \$222,488.00            | \$260,000.00            |
| 343039 VMC CHRGS/SEWERAGE UTY       | \$49,761.24           | \$48,006.27           | \$8,122.75                 | \$0.00                  | \$0.00                  |
| 343040 VMC CHRGS/STATE LIQ FUEL     | \$111,999.68          | \$145,000.00          | \$144,895.00               | \$120,000.00            | \$145,000.00            |
| 343043 VMC CHARGES-HBG PARK AUTH    | \$28,688.45           | \$27,743.83           | \$5,180.95                 | \$28,000.00             | \$0.00                  |
| 343044 VMC CHARGES-HBG REDEVOP.     | \$994.18              | \$1,269.99            | \$1,207.65                 | \$1,300.00              | \$1,000.00              |
| 343045 VMC CHARGES-HBG SCHOOL       | \$247,170.71          | \$61,506.95           | \$13,390.10                | \$75,000.00             | \$10,000.00             |
| 343046 VMC CHARGES-HBG HOUS AUTH    | \$6,441.72            | \$4,919.56            | \$1,832.12                 | \$5,300.00              | \$0.00                  |
| 343050 SEWER MAINT CHARGE           | \$823,149.26          | \$753,730.86          | \$163,099.20               | \$823,149.00            | \$0.00                  |
| 343051 SEWER MAINT LIENS-PRINCIP    | \$1,470.30            | \$2,181.66            | \$1,925.21                 | \$2,300.00              | \$0.00                  |
| 343052 SEWER MAINT LIENS-PENALTY    | \$703.83              | \$546.57              | \$858.45                   | \$700.00                | \$0.00                  |
| 343070 KEEP HBG CLEAN               | \$0.00                | \$10.00               | \$7,797.00                 | \$10.00                 | \$0.00                  |

## 2015 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

| Revenue Account                       | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 343080 PUBLICATIONS/ MAPS REVENUE     | \$7.00                | \$28.00               | \$4.00                     | \$35.00                 | \$25.00                 |
| 343083 RECYCLING REV.-DEMOLITION      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 343084 CDBG REIMB. - DEMOLITION       | \$131,667.21          | \$114,938.12          | \$94,862.06                | \$115,000.00            | \$115,000.00            |
| 343086 INLET REPLACEMENT              | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$40,190.00             |
| 343090 OTHER PUB WORKS                | \$8,787.24            | \$3,419.20            | \$45,270.27                | \$4,500.00              | \$4,500.00              |
| <b>343100 DEPT OF PUBLIC WORKS</b>    | <b>\$2,004,036.98</b> | <b>\$1,502,655.41</b> | <b>\$847,976.04</b>        | <b>\$1,523,028.58</b>   | <b>\$703,465.00</b>     |
| 345001 POOL # 1                       | \$10,374.04           | \$8,207.00            | \$8,816.00                 | \$10,374.00             | \$8,816.00              |
| 345002 POOL # 2                       | \$73.48               | \$0.00                | \$0.00                     | \$0.00                  | \$4,000.00              |
| 345011 SHADE TREE FEES                | \$145.00              | \$215.00              | \$165.00                   | \$230.00                | \$230.00                |
| 345029 PARK PERMIT FEES-OTHER         | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 345081 SPEC PARK FEES-CITY ISLAN      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 345082 CONTRIBUTIONS/DONATIONS        | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 345084 PUBLICATION ADVERTISING        | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 345090 OTHER PARKS & REC              | \$0.00                | \$2,944.00            | \$3,950.00                 | \$2,944.00              | \$3,000.00              |
| <b>345100 DEPT OF PARKS &amp; REC</b> | <b>\$10,592.52</b>    | <b>\$11,366.00</b>    | <b>\$12,931.00</b>         | <b>\$13,548.00</b>      | <b>\$16,046.00</b>      |
| 346012 DJ-TRAFF VIOLATINS             | \$184,066.63          | \$102,410.67          | \$97,296.19                | \$152,000.00            | \$110,000.00            |
| 346013 DJ-SUMMARY CRIMINAL OFF        | \$357,127.19          | \$272,105.47          | \$246,905.20               | \$301,000.00            | \$300,000.00            |
| 346015 DJ-CODES VIOLATIONS            | \$77,139.45           | \$47,000.23           | \$68,063.24                | \$70,000.00             | \$75,000.00             |
| 346020 PARK TICKETS-VIO FINE          | \$1,093,142.00        | \$880,585.00          | \$1,550,110.90             | \$1,500,000.00          | \$1,500,000.00          |
| <b>346100 FINES &amp; FORFEITS</b>    | <b>\$1,711,475.27</b> | <b>\$1,302,101.37</b> | <b>\$1,962,375.53</b>      | <b>\$2,023,000.00</b>   | <b>\$1,985,000.00</b>   |
| 347010 ALCOHOLIC BEVERAGE LICENS      | \$28,740.00           | \$30,650.00           | \$29,650.00                | \$36,000.00             | \$36,000.00             |
| 347020 TV FRANCHISE LICENSE           | \$544,559.18          | \$541,008.22          | \$419,386.51               | \$534,000.00            | \$540,000.00            |
| <b>347100 LICENSES &amp; PERMITS</b>  | <b>\$573,299.18</b>   | <b>\$571,658.22</b>   | <b>\$449,036.51</b>        | <b>\$570,000.00</b>     | <b>\$576,000.00</b>     |
| 350000 SAVINGS ACCT INTEREST          | \$313.24              | \$17.28               | \$1.56                     | \$25.00                 | \$2.00                  |
| 350001 TAX APPEAL INT EARNINGS        | \$99.80               | \$62.75               | \$401.46                   | \$80.00                 | \$200.00                |
| 350003 INT SAVINGS-COLL SYSTEM        | \$6.38                | \$1.88                | \$19.24                    | \$3.00                  | \$20.00                 |
| 350009 INTEREST EARNINGS EDCL         | \$460.00              | \$474.80              | \$290.68                   | \$460.00                | \$480.00                |
| 350024 TRAN INTEREST                  | \$13.90               | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 350070 EMS TAX INTEREST               | \$29.23               | \$15.85               | \$8.68                     | \$18.00                 | \$12.00                 |
| 351000 INT ON CDS                     | \$42,812.60           | \$27,463.41           | \$20,966.14                | \$36,000.00             | \$25,000.00             |
| 351010 INTEREST INCOME- THA           | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 351091 PNI LOAN INTEREST              | \$16,054.08           | \$9,262.91            | \$7,072.21                 | \$7,000.00              | \$7,800.00              |
| 352000 INT ON INVSTMTS/GRANT          | \$1,164.26            | \$1,142.64            | \$458.86                   | \$1,100.00              | \$1,100.00              |
| 352053 INT INSURANCE                  | \$22.35               | \$0.00                | \$0.00                     | \$22.00                 | \$0.00                  |
| 352055 LIABILITY INSURANCE CLAIM      | \$0.02                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 352099 INT WATER SALE PCDS            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>350100 INTEREST INCOME</b>         | <b>\$60,975.86</b>    | <b>\$38,441.52</b>    | <b>\$29,218.83</b>         | <b>\$44,708.00</b>      | <b>\$34,614.00</b>      |
| 355000 RENTAL INCOME                  | \$2,777.63            | \$2,362.61            | \$1,862.61                 | \$2,616.79              | \$2,400.00              |
| 355001 HPA RENTAL INCOME              | \$24,266.74           | \$0.00                | \$20,800.00                | \$20,800.00             | \$20,800.00             |
| 356000 EASEMENT FEES                  | \$34,812.00           | \$30,621.00           | \$31,083.00                | \$38,643.00             | \$39,000.00             |
| 358090 SALE OF ASSETS                 | \$0.00                | \$0.00                | \$25,000.00                | \$0.00                  | \$0.00                  |
| <b>355100 RENTAL INCOME</b>           | <b>\$61,856.37</b>    | <b>\$32,983.61</b>    | <b>\$78,745.61</b>         | <b>\$62,059.79</b>      | <b>\$62,200.00</b>      |
| 370040 CODIFIED ORDINANCES            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |

## 2015 Approved Budget

### Revenue Line Item

#### BUDGET UNIT: 01000100 GENERAL FUND

| Revenue Account                   | 2012 Actual            | 2013 Actual            | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|------------------------|------------------------|----------------------------|-------------------------|-------------------------|
| 380000 REIMB FOR LOSS / DAMAGE    | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 380001 REIMB FOR THA SHARE SVCS   | \$0.00                 | \$212,075.45           | \$1,274,450.70             | \$1,560,000.00          | \$650,000.00            |
| 380002 STOP LOSS RECOVERIES       | \$175.33               | \$134,555.23           | \$763,712.64               | \$0.00                  | \$0.00                  |
| 380003 WORK COMP-EXCESS RECOVERY  | \$0.00                 | \$504,325.22           | \$0.00                     | \$233,000.00            | \$0.00                  |
| 380010 RECEIPT OF PRIOR YEAR REV  | \$47,298.00            | \$2,084.00             | \$0.00                     | \$10,000.00             | \$0.00                  |
| 380033 INSURANCE REIMB FOR LOSS   | \$57,362.45            | \$24,390.39            | \$25,520.82                | \$0.00                  | \$50,000.00             |
| 382000 CONTRIBUTIONS AND DONAT    | \$0.00                 | \$3,200.00             | \$97,130.00                | \$4,000.00              | \$200,000.00            |
| 384000 MISCELLANEOUS CONT.        | \$77.50                | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 384001 P.I.L.O.T.S.               | \$370,703.82           | \$417,821.32           | \$535,920.21               | \$371,158.00            | \$600,000.00            |
| 384007 HBG BROADCASTING NTWK      | \$1,350.00             | \$2,225.00             | \$7,900.00                 | \$2,200.00              | \$0.00                  |
| 385000 REFUNDS OF EXPENDITURES    | \$29,224.69            | \$70,186.56            | \$2,448.76                 | \$80,000.00             | \$29,000.00             |
| 385003 EXPRESS SCRIPT REBATE      | \$13,542.59            | \$311,899.43           | \$256,380.87               | \$125,800.00            | \$150,000.00            |
| 389005 SPEC PROJ INFRASTRUCTURE   | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$350,000.00            |
| 385006 MEDICARE PART D PROGRAM    | \$81,347.94            | \$87,321.72            | \$56,985.12                | \$90,000.00             | \$80,000.00             |
| 385090 MISCELLANEOUS              | \$3,913.76             | \$1,006.38             | \$712.62                   | \$1,300.00              | \$0.00                  |
| <b>380100 MISCELLANEOUS</b>       | <b>\$604,996.08</b>    | <b>\$1,771,090.70</b>  | <b>\$3,021,161.74</b>      | <b>\$2,477,458.00</b>   | <b>\$2,109,000.00</b>   |
| 389013 OTHER FIN SOURCE-PENNVEST  | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 389100 OTH FINAN - PARKING TRANS  | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$75,000.00             |
| <b>389000 OTHER FIN SOURCES</b>   | <b>\$0.00</b>          | <b>\$0.00</b>          | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$75,000.00</b>      |
| 390000 THE HBG AUTHORITY          | \$0.00                 | \$0.00                 | \$169,509.75               | \$0.00                  | \$0.00                  |
| 392000 PENSION SYSTEM STATE AID   | \$2,543,633.51         | \$2,609,214.04         | \$2,438,397.68             | \$2,431,070.00          | \$2,440,000.00          |
| 393000 GAMING FUNDS               | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$44,136.50             |
| 394000 PUB UTILITY REALTY TAX     | \$35,703.98            | \$36,556.88            | \$39,468.53                | \$36,556.88             | \$38,000.00             |
| 395000 CAPITAL FIRE PROTECTION    | \$2,500,000.00         | \$496,000.00           | \$496,000.00               | \$496,000.00            | \$496,000.00            |
| 396000 GRANT PROCEEDS             | \$0.00                 | \$3,100.00             | \$100,000.00               | \$137,000.00            | \$75,000.00             |
| 396010 FED/STATE(FED)PASS THR GR  | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 396042 EQUIPMENT GRANT            | \$0.00                 | \$77,848.00            | \$22,152.00                | \$0.00                  | \$0.00                  |
| 397000 HBG PRK AUTH COORD PKG     | \$250,000.00           | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 397002 PRIORITY PARKING DISTR.    | \$0.00                 | \$0.00                 | \$500,000.00               | \$500,000.00            | \$1,000,000.00          |
| <b>390100 INTERGOVERNMENTAL</b>   | <b>\$5,329,337.49</b>  | <b>\$3,222,718.92</b>  | <b>\$3,765,527.96</b>      | <b>\$3,600,626.88</b>   | <b>\$4,093,136.50</b>   |
| 398002 HBG WATER UTILITY FUND     | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 398006 CAPITOL PROJECTS FUND      | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 398011 STATE & FED GRANTS FUND    | \$1,750,000.00         | \$4,504,000.00         | \$4,504,000.00             | \$4,504,000.00          | \$4,504,000.00          |
| 398014 FEDERAL GRANTS             | \$0.00                 | \$0.00                 | \$0.00                     | \$16,000.00             | \$0.00                  |
| 398025 WORKERS COMP TRUST DRAW    | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 398027 SANITATION UTILITY FUND    | \$1,688,938.76         | \$710,496.00           | \$0.00                     | \$1,749,261.00          | \$1,749,261.00          |
| <b>398100 INTERFUND TRANSFERS</b> | <b>\$3,438,938.76</b>  | <b>\$5,214,496.00</b>  | <b>\$4,504,000.00</b>      | <b>\$6,269,261.00</b>   | <b>\$6,253,261.00</b>   |
| 399099 ESTIMATED CASH CARRYOVER   | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$280,000.00            |
| <b>399100 EST CASH CARRYOVER</b>  | <b>\$0.00</b>          | <b>\$0.00</b>          | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$280,000.00</b>     |
| <b>01000100 GENERAL FUND</b>      | <b>\$47,583,921.60</b> | <b>\$50,291,386.52</b> | <b>\$55,152,383.78</b>     | <b>\$59,464,884.78</b>  | <b>\$59,470,698.65</b>  |

## GENERAL FUND APPROPRIATIONS

GENERAL GOVERNMENT

DEPARTMENT OF ADMINISTRATION

DEPARTMENT OF COMMUNITY AND  
ECONOMIC DEVELOPMENT

DEPARTMENT OF PUBLIC SAFETY

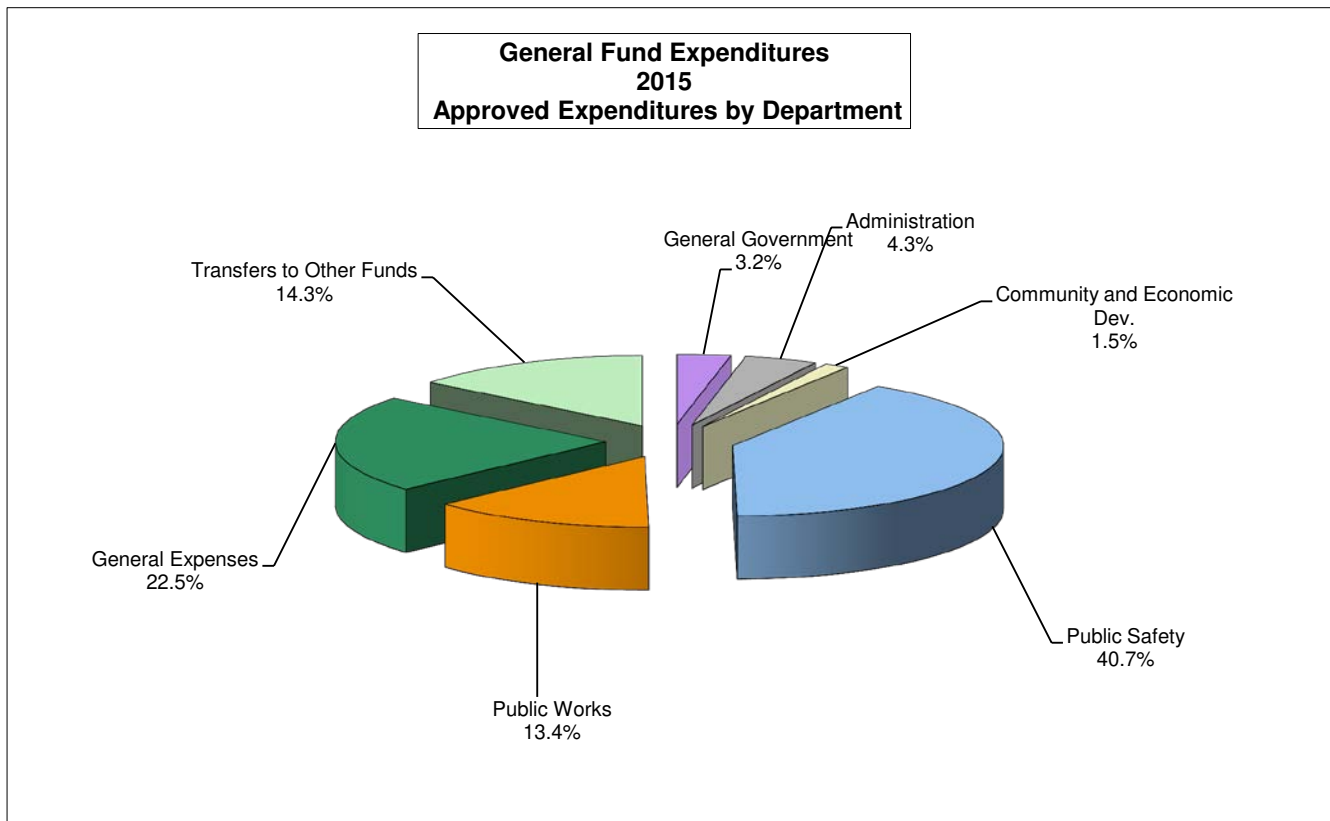
DEPARTMENT OF PUBLIC WORKS

GENERAL EXPENSES AND  
TRANSFERS TO OTHER FUNDS

**GENERAL FUND  
EXPENDITURE ANALYSIS SUMMARY  
2015 APPROVED BUDGET**

| Account Name                | 2012<br>Actual    | 2013<br>Actual    | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|-----------------------------|-------------------|-------------------|-------------------------------|----------------------------|----------------------------|
| General Government          | 1,666,550         | 1,624,224         | 1,357,588                     | 1,746,660                  | 1,901,378                  |
| Administration              | 2,001,428         | 2,114,653         | 1,898,722                     | 2,402,547                  | 2,577,623                  |
| Community and Economic Dev. | 501,094           | 592,804           | 544,270                       | 671,676                    | 877,734                    |
| Public Safety               | 24,584,036        | 24,829,484        | 19,624,671                    | 24,502,233                 | 24,209,181                 |
| Public Works                | 5,216,780         | 5,581,567         | 4,978,675                     | 7,453,793                  | 7,986,662                  |
| General Expenses            | 11,648,508        | 12,338,092        | 12,259,617                    | 14,251,162                 | 13,354,078                 |
| Transfers to Other Funds    | 2,729,168         | 6,616             | 8,779,391                     | 8,831,177                  | 8,523,230                  |
| <b>TOTAL GENERAL FUND</b>   | <b>48,347,563</b> | <b>47,087,440</b> | <b>49,442,934</b>             | <b>59,859,248</b>          | <b>59,429,886</b>          |

|                           |                   |                   |                   |                   |                   |
|---------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel                 | 39,503,802        | 40,317,337        | 32,302,404        | 39,360,999        | 38,653,817        |
| Services                  | 3,443,196         | 3,726,315         | 4,223,024         | 5,906,126         | 6,188,206         |
| Supplies                  | 1,876,415         | 1,475,613         | 1,742,523         | 2,528,904         | 2,342,741         |
| Other                     | 3,524,150         | 1,568,175         | 11,174,983        | 12,063,219        | 12,245,122        |
| <b>TOTAL GENERAL FUND</b> | <b>48,347,563</b> | <b>47,087,440</b> | <b>49,442,934</b> | <b>59,859,248</b> | <b>59,429,886</b> |



EXPENDITURE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|  | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| <b>GENERAL GOVERNMENT</b>                    |                |                |                               |                            |                            |
| <u><b>0101 OFFICE OF CITY COUNCIL</b></u>    |                |                |                               |                            |                            |
| Personnel                                    | 223,258        | 225,476        | 217,711                       | 252,352                    | 279,352                    |
| Services                                     | 22,829         | 77,212         | 115,574                       | 187,488                    | 159,488                    |
| Supplies                                     | 7,681          | 4,536          | 7,380                         | 19,255                     | 19,255                     |
| Other  | 0              | 0              | 0                             | 0                          | 0                          |
| TOTALS                                       | 253,768        | 307,224        | 340,665                       | 459,095                    | 458,095                    |
| <u><b>0102 OFFICE OF THE MAYOR</b></u>       |                |                |                               |                            |                            |
| Personnel                                    | 204,764        | 203,720        | 243,121                       | 285,273                    | 293,346                    |
| Services                                     | 6,500          | 4,352          | 2,044                         | 20,014                     | 12,514                     |
| Supplies                                     | 599            | 861            | 255                           | 1,300                      | 3,300                      |
| Other  | 4,920          | 4,492          | 6,700                         | 7,700                      | 2,000                      |
| TOTALS                                       | 216,784        | 213,425        | 252,120                       | 314,287                    | 311,160                    |
| <u><b>0103 OFFICE OF CITY CONTROLLER</b></u> |                |                |                               |                            |                            |
| Personnel                                    | 142,079        | 141,904        | 82,991                        | 105,988                    | 140,483                    |
| Services                                     | 33,159         | 1,000          | 2,541                         | 6,320                      | 9,000                      |
| Supplies                                     | 292            | 10             | 3,775                         | 4,125                      | 11,000                     |
| Other  | 0              | 0              | 0                             | 0                          | 0                          |
| TOTALS                                       | 175,530        | 142,914        | 89,307                        | 116,433                    | 160,483                    |
| <u><b>0104 OFFICE OF CITY TREASURER</b></u>  |                |                |                               |                            |                            |
| Personnel                                    | 376,965        | 407,165        | 209,982                       | 268,144                    | 294,882                    |
| Services                                     | 72,294         | 69,858         | 51,095                        | 91,258                     | 61,000                     |
| Supplies                                     | 20,651         | 26,747         | 2,086                         | 5,900                      | 12,500                     |
| Other  | 41,018         | 0              | 0                             | 0                          | 20,000                     |
| TOTALS                                       | 510,929        | 503,770        | 263,163                       | 365,302                    | 388,382                    |
| <u><b>0105 OFFICE OF CITY SOLICITOR</b></u>  |                |                |                               |                            |                            |
| Personnel                                    | 139,800        | 237,411        | 222,881                       | 279,275                    | 375,790                    |
| Services                                     | 352,001        | 192,720        | 160,832                       | 173,547                    | 171,400                    |
| Supplies                                     | 17,738         | 23,324         | 28,620                        | 38,721                     | 36,068                     |
| Other  | 0              | 3,436          | 0                             | 0                          | 0                          |
| TOTALS                                       | 509,539        | 456,891        | 412,333                       | 491,543                    | 583,258                    |
| <b>TOTAL GENERAL GOVERNMENT</b>              |                |                |                               |                            |                            |
| Personnel                                    | 1,086,867      | 1,215,676      | 976,686                       | 1,191,032                  | 1,383,853                  |
| Services                                     | 486,783        | 345,142        | 332,086                       | 478,627                    | 413,402                    |
| Supplies                                     | 46,961         | 55,478         | 42,116                        | 69,301                     | 82,123                     |
| Other  | 45,939         | 7,928          | 6,700                         | 7,700                      | 22,000                     |
| TOTAL EXPENDITURES                           | 1,666,550      | 1,624,224      | 1,357,588                     | 1,746,660                  | 1,901,378                  |



POSITION ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|                           | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| GENERAL GOVERNMENT        |                |                |                               |                            |                            |
| Office of City Council    | 8.00           | 9.00           | 9.00                          | 9.00                       | 9.00                       |
| Office of the Mayor       | 3.00           | 4.00           | 4.00                          | 4.00                       | 4.00                       |
| Office of City Controller | 3.00           | 3.00           | 3.00                          | 3.00                       | 3.00                       |
| Office of City Treasurer  | 7.00           | 8.40           | 6.00                          | 6.00                       | 6.00                       |
| Office of City Solicitor  | 4.00           | 5.00           | 5.00                          | 5.00                       | 6.00                       |
| TOTAL POSITIONS           | 25.00          | 29.40          | 27.00                         | 27.00                      | 28.00                      |

# OFFICE OF CITY COUNCIL

Harrisburg's City Council is the Legislative Branch of City government. The City Council consists of seven members who are elected at large. The City Council President is elected by the Council members and presides over the Council meetings. In the event of illness or absence, the Vice-President presides over the meetings. City Council considers and evaluates legislative concerns through a study committee structure consisting of committees on Administration, Budget & Finance, Building & Housing, Community & Economic Development, Parks & Recreation, Public Safety, and Public Works. City Council also confirms all department directors and certain other Mayoral appointees. Council is also required, by the Third Class Optional City Code of Pennsylvania, to pass an annual budget by December 31 of each fiscal year.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0101 City Council

| Allocation Plan         |                  |                  | Position Control      |                  |                  |                  |                  |
|-------------------------|------------------|------------------|-----------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 259,500          | 259,500          | Council Members       | 7                | 7                | 141,500          | 141,500          |
| Fringe Benefits         | (7,148)          | 19,852           | City Clerk            | 1                | 1                | 70,000           | 70,000           |
|                         |                  |                  | Assistant City Clerk  | 1                | 1                | 48,000           | 48,000           |
| TOTAL                   | 252,352          | 279,352          |                       |                  |                  |                  |                  |
| SERVICES                |                  |                  | Total Management      | 9                | 9                | 259,500          | 259,500          |
| Communications          | 8,100            | 8,100            | FICA                  |                  |                  | 19,852           | 19,852           |
| Professional Services   | 138,000          | 100,000          | Concessions           |                  |                  | (27,000)         | 0                |
| Utilities               | 0                | 0                |                       |                  |                  |                  |                  |
| Insurance               | 0                | 0                | Total Fringe Benefits |                  |                  | (7,148)          | 19,852           |
| Rentals                 | 0                | 0                |                       |                  |                  |                  |                  |
| Maintenance & Repairs   | 6,195            | 6,195            | TOTAL                 | 9                | 9                | 252,352          | 279,352          |
| Contracted Services     | 35,193           | 45,193           |                       |                  |                  |                  |                  |
| TOTAL                   | 187,488          | 159,488          |                       |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                       |                  |                  |                  |                  |
| Supplies                | 18,055           | 18,055           |                       |                  |                  |                  |                  |
| Minor Capital Equipment | 1,200            | 1,200            |                       |                  |                  |                  |                  |
| TOTAL                   | 19,255           | 19,255           |                       |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                       |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 459,095          | 458,095          |                       |                  |                  |                  |                  |

## GENERAL GOVERNMENT

| EMPLOYEE   | POSITION             | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|--|----------------------|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|  | CITY CLERK           | 4 6                | 2009 \$                     | 70,000.00                      | 0.00                       | 0.00          | 70,000.00      | 0.00             | 5,355.00  | 0.00               | 75,355.00  |
|  | ASSISTANT CITY CLERK | 6 10               | 2014 \$                     | 46,500.00                      | 1,500.00                   | 0.00          | 48,000.00      | 0.00             | 3,672.00  | 0.00               | 51,672.00  |
|  | PRESIDENT            | 1 3                | 2006 \$                     | 21,500.00                      | 0.00                       | 0.00          | 21,500.00      | 0.00             | 1,644.75  | 0.00               | 23,144.75  |
|  | VICE PRESIDENT       | 1 3                | 2013 \$                     | 20,000.00                      | 0.00                       | 0.00          | 20,000.00      | 0.00             | 1,530.00  | 0.00               | 21,530.00  |
|  | COUNCIL MEMBER       | 1 5                | 2004 \$                     | 20,000.00                      | 0.00                       | 0.00          | 20,000.00      | 0.00             | 1,530.00  | 0.00               | 21,530.00  |
|  | COUNCIL MEMBER       | 1 6                | 2014 \$                     | 20,000.00                      | 0.00                       | 0.00          | 20,000.00      | 0.00             | 1,530.00  | 0.00               | 21,530.00  |
|  | COUNCIL MEMBER       | 1 7                | 2008 \$                     | 20,000.00                      | 0.00                       | 0.00          | 20,000.00      | 0.00             | 1,530.00  | 0.00               | 21,530.00  |
|  | COUNCIL MEMBER       | 1 6                | 2014 \$                     | 20,000.00                      | 0.00                       | 0.00          | 20,000.00      | 0.00             | 1,530.00  | 0.00               | 21,530.00  |
|  | COUNCIL MEMBER       | 5 12               | 2014 \$                     | 20,000.00                      | 0.00                       | 0.00          | 20,000.00      | 0.00             | 1,530.00  | 0.00               | 21,530.00  |
| 9.00   | MANAGEMENT TOTALS    |                    |                             | 258,000.00                     | 1,500.00                   | 0.00          | 259,500.00     | 0.00             | 19,851.75 | 0.00               | 279,351.75 |
| 9.00   | TOTAL                |                    |                             | 258,000.00                     | 1,500.00                   | 0.00          | 259,500.00     | 0.00             | 19,851.75 | 0.00               | 279,351.75 |
| TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                      |                    |                             |                                |                            |               | 259,500.00     | 0.00             | 19,851.75 | 0.00               | 279,351.75 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: 01000101 OFFICE OF CITY COUNCIL

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$207,303.97        | \$209,296.72        | \$202,240.18               | \$259,500.00            | \$259,500.00            |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$207,303.97</b> | <b>\$209,296.72</b> | <b>\$202,240.18</b>        | <b>\$259,500.00</b>     | <b>\$259,500.00</b>     |
| 419001 SOCIAL SECURITY            | \$15,954.31         | \$16,178.76         | \$15,471.26                | \$19,852.00             | \$19,851.75             |
| 419002 MEDICAL                    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES    | \$0.00              | \$0.00              | \$0.00                     | (\$27,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$15,954.31</b>  | <b>\$16,178.76</b>  | <b>\$15,471.26</b>         | <b>(\$7,148.00)</b>     | <b>\$19,851.75</b>      |
| <b>419995 PERSONNEL</b>           | <b>\$223,258.28</b> | <b>\$225,475.48</b> | <b>\$217,711.44</b>        | <b>\$252,352.00</b>     | <b>\$279,351.75</b>     |
| 420010 ADVERTISING                | \$3,559.34          | \$6,955.80          | \$2,545.45                 | \$7,000.00              | \$7,000.00              |
| 420020 PRINTING                   | \$330.00            | \$0.00              | \$0.00                     | \$400.00                | \$400.00                |
| 420030 PHOTOGRAPHY                | \$150.00            | \$0.00              | \$415.00                   | \$500.00                | \$500.00                |
| 420050 POSTAGE                    | \$55.11             | \$41.05             | \$107.75                   | \$200.00                | \$200.00                |
| <b>420100 COMMUNICATIONS</b>      | <b>\$4,094.45</b>   | <b>\$6,996.85</b>   | <b>\$3,068.20</b>          | <b>\$8,100.00</b>       | <b>\$8,100.00</b>       |
| 421010 LEGAL                      | \$2,500.00          | \$0.00              | \$85,840.00                | \$138,000.00            | \$100,000.00            |
| 421030 CONSULTING                 | \$0.00              | \$46,668.13         | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>421100 PROFESSIONAL SRVC</b>   | <b>\$2,500.00</b>   | <b>\$46,668.13</b>  | <b>\$85,840.00</b>         | <b>\$138,000.00</b>     | <b>\$100,000.00</b>     |
| 425000 OFFICE EQUIPMENT           | \$107.40            | \$175.50            | \$0.00                     | \$200.00                | \$200.00                |
| 425050 COMMUNICATIONS EQUIPMENT   | \$0.00              | \$324.51            | \$0.00                     | \$500.00                | \$500.00                |
| 425090 MAINT SERV CONTRACT        | \$4,531.50          | \$4,736.52          | \$5,456.29                 | \$5,495.00              | \$5,495.00              |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$4,638.90</b>   | <b>\$5,236.53</b>   | <b>\$5,456.29</b>          | <b>\$6,195.00</b>       | <b>\$6,195.00</b>       |
| 429001 TUITION/TRAINING           | \$300.00            | \$0.00              | \$0.00                     | \$300.00                | \$300.00                |
| 429009 ADMIN/TRUSTEE FEE          | \$28.70             | \$10.04             | \$39.90                    | \$80.00                 | \$80.00                 |
| 429014 CONTRACTED PERSONNEL SVS.  | \$5,062.50          | \$2,697.60          | \$5,900.00                 | \$10,000.00             | \$20,000.00             |
| 429015 TRAVEL                     | \$2,266.34          | \$11,108.32         | \$9,088.30                 | \$18,600.00             | \$18,600.00             |
| 429016 CONFERENCES                | \$125.00            | \$682.00            | \$2,368.20                 | \$2,400.00              | \$2,400.00              |
| 429017 MEMBERSHIPS                | \$3,813.00          | \$3,813.00          | \$3,813.00                 | \$3,813.00              | \$3,813.00              |
| 429090 MISC CONTRACTED SRVCS      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$11,595.54</b>  | <b>\$18,310.96</b>  | <b>\$21,209.40</b>         | <b>\$35,193.00</b>      | <b>\$45,193.00</b>      |
| <b>429995 SERVICES</b>            | <b>\$22,828.89</b>  | <b>\$77,212.47</b>  | <b>\$115,573.89</b>        | <b>\$187,488.00</b>     | <b>\$159,488.00</b>     |
| 430003 SUBSCRIPTIONS              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430004 AUDIO-VISUAL               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                     | \$0.00              | \$0.00              | \$199.85                   | \$250.00                | \$250.00                |
| 430099 MISC SUPPLIES AND EXP      | \$7,680.84          | \$3,426.86          | \$7,180.13                 | \$17,805.00             | \$17,805.00             |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$7,680.84</b>   | <b>\$3,426.86</b>   | <b>\$7,379.98</b>          | <b>\$18,055.00</b>      | <b>\$18,055.00</b>      |
| 439015 OFFICE EQUIPMENT           | \$0.00              | \$1,109.43          | \$0.00                     | \$1,200.00              | \$1,200.00              |
| <b>439100 MINOR CAPITAL</b>       | <b>\$0.00</b>       | <b>\$1,109.43</b>   | <b>\$0.00</b>              | <b>\$1,200.00</b>       | <b>\$1,200.00</b>       |
| <b>439995 SUPPLIES</b>            | <b>\$7,680.84</b>   | <b>\$4,536.29</b>   | <b>\$7,379.98</b>          | <b>\$19,255.00</b>      | <b>\$19,255.00</b>      |
| <b>01000101 CITY COUNCIL</b>      | <b>\$253,768.01</b> | <b>\$307,224.24</b> | <b>\$340,665.31</b>        | <b>\$459,095.00</b>     | <b>\$458,094.75</b>     |

# OFFICE OF THE MAYOR

The Mayor is the Chief Executive Officer of Harrisburg's government. The Mayor is an elected official, is full-time, and is the sole appointing authority of all department and office directors and Mayor's Office staff. Department heads must be confirmed by a majority of City Council before appointment is permanent. Senior City government officials, including department and office heads, comprise the Mayor's Cabinet. The Mayor has broad discretionary, executive, and administrative authority under the provisions of the Third Class Optional City Code of Pennsylvania, the City's Charter, and the Codified Ordinances of the City of Harrisburg. The Mayor also heads the Executive/Administrative Branch of City government. The Mayor is automatically a member of several public or quasi-public boards of directors, including the Tri-County Planning Commission and the Harrisburg Area Transportation Study Group (HATS). The Mayor is the sole appointing authority of members of most boards, commissions and task forces, with City Council confirmation required for many of these appointees.

The Mayor has broad policy-making authority, and by Executive Order or other action, can direct the use of municipal resources, including the setting of priorities for the use of resources. The Office can assume an initiative role in matters, projects, and policies of a Citywide or regional nature. In the event of a civil emergency or natural disaster, the Mayor, under State and City laws, has the sole authority to declare a state of emergency and to direct or redirect governmental and other response to such events. Administratively, the Mayor has contracting authority and no valid or binding contract involving the municipal government exists without the Mayor's and City Controller's signatures.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0102 Mayor's Office

| Allocation Plan         |                  |                  |                                      | Position Control |                  |                  |                  |
|-------------------------|------------------|------------------|--------------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION                | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 265,000          | 272,500          | Mayor                                | 1                | 1                | 80,000           | 80,000           |
| Fringe Benefits         | 20,273           | 20,846           | Communications Director              | 1                | 1                | 70,000           | 70,000           |
|                         |                  |                  | Senior Advisor to the Mayor for Edu. | 1                | 1                | 70,000           | 70,000           |
| TOTAL                   | 285,273          | 293,346          | Youth, and Civic Engagement          |                  |                  |                  |                  |
|                         |                  |                  | Special Assistant to the Mayor       | 1                | 0                | 45,000           | 0                |
| SERVICES                |                  |                  | Senior Assistant to the Mayor        | 0                | 1                | 0                | 52,500           |
| Communications          | 14,600           | 4,600            | Total Management                     | 4                | 4                | 265,000          | 272,500          |
| Professional Services   | 0                | 0                |                                      |                  |                  |                  |                  |
| Utilities               | 0                | 0                | FICA                                 |                  |                  | 20,273           | 20,846           |
| Insurance               | 0                | 0                |                                      |                  |                  |                  |                  |
| Rentals                 | 0                | 0                | Total Fringe Benefits                |                  |                  | 20,273           | 20,846           |
| Maintenance & Repairs   | 500              | 500              |                                      |                  |                  |                  |                  |
| Contracted Services     | 4,914            | 7,414            | TOTAL                                | 4                | 4                | 285,273          | 293,346          |
| TOTAL                   | 20,014           | 12,514           |                                      |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                                      |                  |                  |                  |                  |
| Supplies                | 1,300            | 3,300            |                                      |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                                      |                  |                  |                  |                  |
| TOTAL                   | 1,300            | 3,300            |                                      |                  |                  |                  |                  |
| OTHER                   | 7,700            | 2,000            |                                      |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 314,287          | 311,160          |                                      |                  |                  |                  |                  |

## GENERAL GOVERNMENT

| EMPLOYEE   | POSITION  | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|--|---|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|  | MAYOR   | 1 6 2014           | \$ 80,000.00                | 0.00                           | 0.00                       | 0.00          | 80,000.00      | 0.00             | 6,120.00  | 0.00               | 86,120.00  |
|  | SENIOR ADVISOR TO THE MAYOR FOR<br>EDUCATION, YOUTH, AND CIVIC ENGAGEMENT | 1 6 2014           | \$ 70,000.00                | 0.00                           | 0.00                       | 0.00          | 70,000.00      | 0.00             | 5,355.00  | 0.00               | 75,355.00  |
|  | SENIOR ASSISTANT TO THE MAYOR   | 1 6 2014           | \$ 45,000.00                | 7,500.00                       | 0.00                       | 0.00          | 52,500.00      | 0.00             | 4,016.25  | 0.00               | 56,516.25  |
|  | COMMUNICATIONS DIRECTOR   | 1 6 2014           | \$ 70,000.00                | 0.00                           | 0.00                       | 0.00          | 70,000.00      | 0.00             | 5,355.00  | 0.00               | 75,355.00  |
| 4.00   | MANAGEMENT TOTALS   |                    | 265,000.00                  | 7,500.00                       | 0.00                       | 0.00          | 272,500.00     | 0.00             | 20,846.25 | 0.00               | 293,346.25 |
| 4.00   | TOTAL   |                    | 265,000.00                  | 7,500.00                       | 0.00                       | 0.00          | 272,500.00     | 0.00             | 20,846.25 | 0.00               | 293,346.25 |
| TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |   |                    |                             |                                |                            |               | 272,500.00     | 0.00             | 20,846.25 | 0.00               | 293,346.25 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01000102 OFFICE OF THE MAYOR

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$190,109.10        | \$188,959.16        | \$225,844.01               | \$265,000.00            | \$272,500.00            |
| 415000 TEMPORARY                  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$190,109.10</b> | <b>\$188,959.16</b> | <b>\$225,844.01</b>        | <b>\$265,000.00</b>     | <b>\$272,500.00</b>     |
| 419001 SOCIAL SECURITY            | \$14,655.37         | \$14,761.29         | \$17,277.30                | \$20,273.00             | \$20,846.25             |
| 419002 MEDICAL                    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$14,655.37</b>  | <b>\$14,761.29</b>  | <b>\$17,277.30</b>         | <b>\$20,273.00</b>      | <b>\$20,846.25</b>      |
| <b>419995 PERSONNEL</b>           | <b>\$204,764.47</b> | <b>\$203,720.45</b> | <b>\$243,121.31</b>        | <b>\$285,273.00</b>     | <b>\$293,346.25</b>     |
| 420010 ADVERTISING                | \$0.00              | \$0.00              | \$0.00                     | \$300.00                | \$300.00                |
| 420020 PRINTING                   | \$479.84            | \$1,582.00          | \$45.00                    | \$1,500.00              | \$1,500.00              |
| 420030 PHOTOGRAPHY                | \$0.00              | \$0.00              | \$0.00                     | \$300.00                | \$300.00                |
| 420040 TELEPHONE                  | \$679.08            | \$788.27            | \$1,490.96                 | \$1,750.00              | \$1,750.00              |
| 420041 E-MAIL/INTERNET            | \$0.00              | \$0.00              | \$0.00                     | \$10,000.00             | \$0.00                  |
| 420050 POSTAGE                    | \$800.60            | \$689.88            | \$52.82                    | \$750.00                | \$750.00                |
| <b>420100 COMMUNICATIONS</b>      | <b>\$1,959.52</b>   | <b>\$3,060.15</b>   | <b>\$1,588.78</b>          | <b>\$14,600.00</b>      | <b>\$4,600.00</b>       |
| 421050 OTHER PROFESSIONAL FEES    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>421100 PROFESSIONAL SRVC</b>   | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 425000 OFFICE EQUIPMENT           | \$0.00              | \$0.00              | \$0.00                     | \$500.00                | \$500.00                |
| 425090 MAINT SERV CONTRACT        | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$500.00</b>         | <b>\$500.00</b>         |
| 429009 ADMIN/TRUSTEE FEE          | \$76.90             | \$0.00              | \$79.80                    | \$80.00                 | \$80.00                 |
| 429015 TRAVEL                     | \$834.71            | \$1,291.51          | \$0.00                     | \$0.00                  | \$1,500.00              |
| 429016 CONFERENCES                | \$140.37            | \$0.00              | \$0.00                     | \$1,300.00              | \$2,300.00              |
| 429017 MEMBERSHIPS                | \$3,489.00          | \$0.00              | \$375.00                   | \$3,534.00              | \$3,534.00              |
| 429090 MISC CONTRACTED SRVCS      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$4,540.98</b>   | <b>\$1,291.51</b>   | <b>\$454.80</b>            | <b>\$4,914.00</b>       | <b>\$7,414.00</b>       |
| <b>429995 SERVICES</b>            | <b>\$6,500.50</b>   | <b>\$4,351.66</b>   | <b>\$2,043.58</b>          | <b>\$20,014.00</b>      | <b>\$12,514.00</b>      |
| 430006 PHOTOGRAPHY                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                     | \$598.84            | \$716.21            | \$157.50                   | \$1,000.00              | \$3,000.00              |
| 430099 MISC SUPPLIES AND EXP      | \$0.00              | \$144.99            | \$97.30                    | \$300.00                | \$300.00                |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$598.84</b>     | <b>\$861.20</b>     | <b>\$254.80</b>            | <b>\$1,300.00</b>       | <b>\$3,300.00</b>       |
| <b>439995 SUPPLIES</b>            | <b>\$598.84</b>     | <b>\$861.20</b>     | <b>\$254.80</b>            | <b>\$1,300.00</b>       | <b>\$3,300.00</b>       |
| 453049 LEASE PURCHASE             | \$4,920.28          | \$4,491.76          | \$6,700.00                 | \$7,700.00              | \$2,000.00              |
| <b>450100 CAPITAL OUTLAY</b>      | <b>\$4,920.28</b>   | <b>\$4,491.76</b>   | <b>\$6,700.00</b>          | <b>\$7,700.00</b>       | <b>\$2,000.00</b>       |
| <b>499995 OTHER</b>               | <b>\$4,920.28</b>   | <b>\$4,491.76</b>   | <b>\$6,700.00</b>          | <b>\$7,700.00</b>       | <b>\$2,000.00</b>       |
| <b>01000102 MAYOR</b>             | <b>\$216,784.09</b> | <b>\$213,425.07</b> | <b>\$252,119.69</b>        | <b>\$314,287.00</b>     | <b>\$311,160.25</b>     |

OFFICE OF THE CITY CONTROLLER

The Office of City Controller is an autonomous office of City government headed by the City Controller, an independently elected official. This office is responsible for the review and approval of all expenditures and obligations of the City. Performing the internal audit function requires that all purchase orders, warrants, contracts, and agreements be reviewed for compliance with the Third Class City Code, other State laws, City of Harrisburg administrative policies, and City ordinances. The signature of the City Controller is a legal requirement on all of the aforementioned documents. This office also issues monthly financial reports to the Mayor and City Council, which analyze revenues and expenditures for all budgeted funds.

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0103 City Controller's Office

| Allocation Plan         |                  |                  |                          | Position Control |                  |                  |                  |
|-------------------------|------------------|------------------|--------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION    | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 86,950           | 90,000           | City Controller          | 1                | 1                | 20,000           | 20,000           |
| Salaries-BU             | 45,876           | 40,500           | Chief Deputy Controller  | 1                | 1                | 66,950           | 70,000           |
| Fringe Benefits         | (26,838)         | 9,983            |                          |                  |                  |                  |                  |
| TOTAL                   | 105,988          | 140,483          | Total Management         | 2                | 2                | 86,950           | 90,000           |
| SERVICES                |                  |                  | Auditor                  | 1                | 1                | 42,951           | 37,575           |
| Communications          | 6,280            | 1,000            | Payroll Related Expenses |                  |                  | 2,925            | 2,925            |
| Professional Services   | 0                | 7,500            | Total Bargaining Unit    | 1                | 1                | 45,876           | 40,500           |
| Utilities               | 0                | 0                |                          |                  |                  |                  |                  |
| Insurance               | 0                | 0                | FICA                     |                  |                  | 10,162           | 9,983            |
| Rentals                 | 0                | 0                | Concessions              |                  |                  | (37,000)         | 0                |
| Maintenance & Repairs   | 40               | 500              |                          |                  |                  |                  |                  |
| Contracted Services     | 0                | 0                | Total Fringe Benefits    |                  |                  | (26,838)         | 9,983            |
| TOTAL                   | 6,320            | 9,000            | TOTAL                    | 3                | 3                | 105,988          | 140,483          |
| SUPPLIES                |                  |                  |                          |                  |                  |                  |                  |
| Supplies                | 687              | 6,000            |                          |                  |                  |                  |                  |
| Minor Capital Equipment | 3,438            | 5,000            |                          |                  |                  |                  |                  |
| TOTAL                   | 4,125            | 11,000           |                          |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                          |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 116,433          | 160,483          |                          |                  |                  |                  |                  |



**CITY CONTROLLER**

CITY CONTROLLER - 0103

| EMPLOYEE   | POSITION               | ANNIV. /<br>D.O.B. | 2014                |                        | 2015               |       | 2015   |            | 2015 |          | 2015 | FRINGE<br>BENEFITS | TOTAL |
|--|------------------------|--------------------|---------------------|------------------------|--------------------|-------|--------|------------|------|----------|------|--------------------|-------|
|  |                        |                    | END OF YR<br>SALARY | GRADE/STEP<br>INCREASE | ANNUAL<br>INCREASE | LONG. | SALARY | LUMP SUM   | FICA |          |      |                    |       |
|  |                        | 1 6                | 2014                | \$ 20,000.00           |                    | 0.00  | 0.00   | 20,000.00  | 0.00 | 1,530.00 | 0.00 | 21,530.00          |       |
|  |                        | 2 1                | 1999                | \$ 66,950.00           | 3,050.00           | 0.00  | 0.00   | 70,000.00  | 0.00 | 5,355.00 | 0.00 | 75,355.00          |       |
| 2.00   | MANAGEMENT TOTALS      |                    |                     | 86,950.00              | 3,050.00           | 0.00  | 0.00   | 90,000.00  | 0.00 | 6,885.00 | 0.00 | 96,885.00          |       |
|  |                        | 12 1               | 2014                | \$ 33,603.31           | 3,971.05           | 0.00  | 0.00   | 37,574.36  |      | 2,874.44 | 0.00 | 40,448.80          |       |
| 1.00   | BARGAINING UNIT TOTALS |                    |                     | 33,603.31              | 3,971.05           | 0.00  | 0.00   | 37,574.36  | 0.00 | 2,874.44 | 0.00 | 40,448.80          |       |
|  |                        | 10 4               | 1977                | \$ 2,925.00            | 0.00               | 0.00  | 0.00   | 2,925.00   |      | 223.76   | 0.00 | 3,148.76           |       |
| 3.00   | TOTAL                  |                    |                     | 123,478.31             | 7,021.05           | 0.00  | 0.00   | 130,499.36 | 0.00 | 9,983.20 | 0.00 | 140,482.56         |       |
| OVERTIME   |                        |                    |                     |                        |                    |       |        | 0.00       | 0.00 | 0.00     | 0.00 | 0.00               |       |
| TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                        |                    |                     |                        |                    |       |        |            |      |          |      |                    |       |
|  |                        |                    |                     |                        |                    |       |        | 130,499.36 | 0.00 | 9,983.20 | 0.00 | 140,482.56         |       |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: 01000103 OFFICE OF CITY CONTROLLER

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$131,982.26        | \$131,792.76        | \$77,093.59                | \$132,826.00            | \$130,499.36            |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$131,982.26</b> | <b>\$131,792.76</b> | <b>\$77,093.59</b>         | <b>\$132,826.00</b>     | <b>\$130,499.36</b>     |
| 419001 SOCIAL SECURITY            | \$10,096.55         | \$10,110.76         | \$5,897.49                 | \$10,162.00             | \$9,983.20              |
| 419002 MEDICAL                    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES    | \$0.00              | \$0.00              | \$0.00                     | (\$37,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$10,096.55</b>  | <b>\$10,110.76</b>  | <b>\$5,897.49</b>          | <b>(\$26,838.00)</b>    | <b>\$9,983.20</b>       |
| <b>419995 PERSONNEL</b>           | <b>\$142,078.81</b> | <b>\$141,903.52</b> | <b>\$82,991.08</b>         | <b>\$105,988.00</b>     | <b>\$140,482.56</b>     |
| 420041 E-MAIL/INTERNET            | \$0.00              | \$0.00              | \$2,500.00                 | \$5,410.38              | \$0.00                  |
| 420050 POSTAGE                    | \$0.00              | \$2.50              | \$0.94                     | \$870.00                | \$1,000.00              |
| <b>420100 COMMUNICATIONS</b>      | <b>\$0.00</b>       | <b>\$2.50</b>       | <b>\$2,500.94</b>          | <b>\$6,280.38</b>       | <b>\$1,000.00</b>       |
| 421010 LEGAL                      | \$33,118.83         | \$500.00            | \$0.00                     | \$0.00                  | \$0.00                  |
| 421030 CONSULTING                 | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$7,500.00              |
| <b>421100 PROFESSIONAL SRVC</b>   | <b>\$33,118.83</b>  | <b>\$500.00</b>     | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$7,500.00</b>       |
| 425090 MAINT SERV CONTRACT        | \$39.95             | \$497.73            | \$39.95                    | \$39.95                 | \$500.00                |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$39.95</b>      | <b>\$497.73</b>     | <b>\$39.95</b>             | <b>\$39.95</b>          | <b>\$500.00</b>         |
| <b>429995 SERVICES</b>            | <b>\$33,158.78</b>  | <b>\$1,000.23</b>   | <b>\$2,540.89</b>          | <b>\$6,320.33</b>       | <b>\$9,000.00</b>       |
| 430002 SOFTWARE                   | \$0.00              | \$0.00              | \$337.25                   | \$687.25                | \$1,000.00              |
| 430009 OFFICE                     | \$291.96            | \$9.98              | \$0.00                     | \$0.00                  | \$5,000.00              |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$291.96</b>     | <b>\$9.98</b>       | <b>\$337.25</b>            | <b>\$687.25</b>         | <b>\$6,000.00</b>       |
| 439015 OFFICE EQUIPMENT           | \$0.00              | \$0.00              | \$3,437.42                 | \$3,437.42              | \$5,000.00              |
| <b>439100 MINOR CAPITAL</b>       | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$3,437.42</b>          | <b>\$3,437.42</b>       | <b>\$5,000.00</b>       |
| <b>439995 SUPPLIES</b>            | <b>\$291.96</b>     | <b>\$9.98</b>       | <b>\$3,774.67</b>          | <b>\$4,124.67</b>       | <b>\$11,000.00</b>      |
| <b>01000103 CITY CONTROLLER</b>   | <b>\$175,529.55</b> | <b>\$142,913.73</b> | <b>\$89,306.64</b>         | <b>\$116,433.00</b>     | <b>\$160,482.56</b>     |

# OFFICE OF THE CITY TREASURER

The Office of City Treasurer is headed by the City Treasurer, an independently elected official. The City Treasurer is responsible for the collection, safekeeping, and investment of City revenues; including all fees, fines, and taxes. The City Treasurer also serves as collector for Harrisburg School District taxes. Computer technology advancements have improved the collection of payments and the reporting of such receipts. Examples include: direct debit; processing scannable tax, utility bills and parking tickets; various banking software; acceptance of credit and debit cards for all payments; automatic payment plan options; electronic funds transfer acceptance; computerized processing of multiple payments; computerized returned check procedures; and the use of computer generated lists to process payments. Additional improvements still in the testing phase include: internet payments, on-line bill payment, on-line electronic check acceptance.

All monies collected are invested utilizing several money management techniques to optimize interest earnings while ensuring the safety of funds. Economic trends and monitoring of the financial markets allow for maximized yield investment strategies.

The City Treasurer must sign all checks disbursed for payroll and the receipt of goods or services, in addition to coordinating all electronic fund transfers and receipts. This office is responsible for obtaining all information necessary for issuing Municipal Fire Certificates in accordance with the City and State fire insurance escrow laws. Treasury prepares and distributes to departments monthly reports for City investments, paid invoices, credit card activity, and the cumulative history of insufficient funds checks. On a daily basis, Treasury monitors the City's bank accounts electronically. The Treasurer also executes funding transfers for debt service payments on all outstanding City bond and note issues. This office has the authority to manage all bank accounts of the City, including the transfer of funds between different bank accounts and the reconciliation to the City's general ledger.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0104 City Treasurer's Office

| Allocation Plan         |                  |                  |                            | Position Control |                  |                  |                  |
|-------------------------|------------------|------------------|----------------------------|------------------|------------------|------------------|------------------|
|                         | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION      | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| PERSONNEL               |                  |                  |                            |                  |                  |                  |                  |
| Salaries-Mgmt           | 144,000          | 144,000          | City Treasurer             | 1                | 1                | 20,000           | 20,000           |
| Salaries-BU             | 102,513          | 127,927          | Deputy Treasurer           | 1                | 1                | 68,000           | 68,000           |
| Overtime                | 1,242            | 2,000            | Assistant Deputy Treasurer | 1                | 1                | 56,000           | 56,000           |
| Fringe Benefits         | 20,389           | 20,955           |                            |                  |                  |                  |                  |
|                         |                  |                  | Total Management           | 3                | 3                | 144,000          | 144,000          |
| TOTAL                   | 268,144          | 294,882          |                            |                  |                  |                  |                  |
| SERVICES                |                  |                  |                            |                  |                  |                  |                  |
|                         |                  |                  | Cashier III                | 1                | 0                | 39,929           | 0                |
|                         |                  |                  | Cashier IV                 | 0                | 1                |                  | 41,585           |
| Communications          | 11,600           | 12,000           | Auditor                    | 1                | 1                | 41,190           | 43,162           |
| Professional Services   | 25,944           | 10,000           | Accounting Clerk I         | 1                | 0                | 41,394           | 0                |
| Utilities               | 0                | 0                | Accounting Clerk V         | 0                | 1                | 0                | 43,180           |
| Insurance               | 1,800            | 3,000            | Reallocation               |                  |                  | (20,000)         | 0                |
| Rentals                 | 0                | 0                |                            |                  |                  |                  |                  |
| Maintenance & Repairs   | 31,414           | 35,500           | Total Bargaining Unit      | 3                | 3                | 102,513          | 127,927          |
| Contracted Services     | 20,500           | 500              |                            |                  |                  |                  |                  |
|                         |                  |                  | Overtime                   |                  |                  | 1,242            | 2,000            |
| TOTAL                   | 91,258           | 61,000           |                            |                  |                  |                  |                  |
| SUPPLIES                |                  |                  | FICA                       |                  |                  | 20,389           | 20,955           |
|                         |                  |                  | Total Fringe Benefits      |                  |                  | 20,389           | 20,955           |
| Supplies                | 4,500            | 10,500           |                            |                  |                  |                  |                  |
| Minor Capital Equipment | 1,400            | 2,000            | TOTAL                      | 6                | 6                | 268,144          | 294,882          |
|                         |                  |                  |                            |                  |                  |                  |                  |
| TOTAL                   | 5,900            | 12,500           |                            |                  |                  |                  |                  |
| OTHER                   | 0                | 20,000           |                            |                  |                  |                  |                  |
|                         |                  |                  |                            |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 365,302          | 388,382          |                            |                  |                  |                  |                  |

**GENERAL GOVERNMENT**

CITY TREASURER - 0104

| EMPLOYEE | POSITION   | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|----------|--|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|          | INTERIM CITY TREASURER                                       | 9 2                | 2014 \$ 20,000.00           | 0.00                           | 0.00                       | 0.00          | 20,000.00      | 0.00             | 1,530.00  | 0.00               | 21,530.00  |
|          | DEPUTY TREASURER   | 1 8                | 2007 \$ 68,000.00           | 0.00                           | 0.00                       | 0.00          | 68,000.00      | 0.00             | 5,202.00  | 0.00               | 73,202.00  |
|          | ASSISTANT DEPUTY TREASURER                                   | 11 5               | 2012 \$ 56,000.00           | 0.00                           | 0.00                       | 0.00          | 56,000.00      | 0.00             | 4,284.00  | 0.00               | 60,284.00  |
| 3.00     | MANAGEMENT TOTALS  |                    | 144,000.00                  | 0.00                           | 0.00                       | 0.00          | 144,000.00     | 0.00             | 11,016.00 | 0.00               | 155,016.00 |
|          | AUDITOR  | 8 12               | 1996 \$ 42,109.02           | 0.00                           | 421.09                     | 631.64        | 43,162.00      | 0.00             | 3,301.89  | 0.00               | 46,463.89  |
|          | ACCOUNTING CLERK V   | 1 1                | 1994 \$ 42,109.02           | 0.00                           | 421.09                     | 649.39        | 43,180.00      | 0.00             | 3,303.27  | 0.00               | 46,483.27  |
|          | CASHIER III Step Increase to IV                              | 9 27               | 1999 \$ 39,533.30           | 1,248.80                       | 407.82                     | 395.33        | 41,585.00      | 0.00             | 3,181.25  | 0.00               | 44,766.25  |
| 3.00     | BARGAINING UNIT TOTALS                                       |                    | 123,751.34                  | 1,248.80                       | 1,250.00                   | 1,676.36      | 127,927.00     | 0.00             | 9,786.42  | 0.00               | 137,713.42 |
| 6.00     | TOTAL  |                    | 267,751.34                  | 1,248.80                       | 1,250.00                   | 1,676.36      | 271,927.00     | 0.00             | 20,802.42 | 0.00               | 292,729.42 |
| OVERTIME |  |                    |                             |                                |                            |               | 2,000.00       | 0.00             | 153.00    | 0.00               | 2,153.00   |
|          | TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                    |                             |                                |                            |               | 273,927.00     | 0.00             | 20,955.42 | 0.00               | 294,882.42 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01000104 OFFICE OF CITY TREASURER

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$350,160.85        | \$378,060.81        | \$186,930.01               | \$234,513.00            | \$271,927.00            |
| 415000 TEMPORARY                  | \$0.00              | \$0.00              | \$6,905.00                 | \$12,000.00             | \$0.00                  |
| 416000 OVERTIME                   | \$0.00              | \$0.00              | \$1,224.64                 | \$1,242.00              | \$2,000.00              |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$350,160.85</b> | <b>\$378,060.81</b> | <b>\$195,059.65</b>        | <b>\$247,755.00</b>     | <b>\$273,927.00</b>     |
| 419001 SOCIAL SECURITY            | \$26,804.53         | \$29,104.44         | \$14,922.12                | \$20,389.00             | \$20,955.42             |
| 419002 MEDICAL                    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$26,804.53</b>  | <b>\$29,104.44</b>  | <b>\$14,922.12</b>         | <b>\$20,389.00</b>      | <b>\$20,955.42</b>      |
| <b>419995 PERSONNEL</b>           | <b>\$376,965.38</b> | <b>\$407,165.25</b> | <b>\$209,981.77</b>        | <b>\$268,144.00</b>     | <b>\$294,882.42</b>     |
| 420010 ADVERTISING                | \$150.00            | \$496.00            | \$0.00                     | \$500.00                | \$500.00                |
| 420020 PRINTING                   | \$950.15            | \$1,306.87          | \$1,993.79                 | \$3,000.00              | \$3,000.00              |
| 420040 TELEPHONE                  | \$495.11            | \$443.31            | \$400.10                   | \$600.00                | \$2,000.00              |
| 420050 POSTAGE                    | \$4,462.44          | \$5,970.34          | \$1,529.91                 | \$7,500.00              | \$6,500.00              |
| <b>420100 COMMUNI CATIONS</b>     | <b>\$6,057.70</b>   | <b>\$8,216.52</b>   | <b>\$3,923.80</b>          | <b>\$11,600.00</b>      | <b>\$12,000.00</b>      |
| 421010 LEGAL                      | \$13,578.54         | \$0.00              | \$0.00                     | \$25,944.00             | \$10,000.00             |
| <b>421100 PROFESSI ONAL SRVC</b>  | <b>\$13,578.54</b>  | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$25,944.00</b>      | <b>\$10,000.00</b>      |
| 423090 PUBLIC OFF PREM            | \$1,440.00          | \$1,440.00          | \$1,742.00                 | \$1,800.00              | \$3,000.00              |
| 423091 PUBLIC OFF DEDUCT          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>423100 INSURANCE</b>           | <b>\$1,440.00</b>   | <b>\$1,440.00</b>   | <b>\$1,742.00</b>          | <b>\$1,800.00</b>       | <b>\$3,000.00</b>       |
| 425000 OFFICE EQUIPMENT           | \$1,220.31          | \$1,675.20          | \$781.51                   | \$2,600.00              | \$4,000.00              |
| 425030 BUILDING MAINT             | \$0.00              | \$397.65            | \$620.00                   | \$4,814.00              | \$4,500.00              |
| 425090 MAINT SERV CONTRACT        | \$49,347.00         | \$58,063.66         | \$23,953.00                | \$24,000.00             | \$27,000.00             |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$50,567.31</b>  | <b>\$60,136.51</b>  | <b>\$25,354.51</b>         | <b>\$31,414.00</b>      | <b>\$35,500.00</b>      |
| 429009 ADMIN/TRUSTEE FEE          | \$0.00              | \$10.34             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429014 CONTRACTED PERSONNEL SVS.  | \$505.00            | \$0.00              | \$20,000.00                | \$20,000.00             | \$0.00                  |
| 429015 TRAVEL                     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                | \$145.25            | \$55.00             | \$75.00                    | \$500.00                | \$500.00                |
| 429025 DISASTER RECOVERY SYSTEM   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$650.25</b>     | <b>\$65.34</b>      | <b>\$20,075.00</b>         | <b>\$20,500.00</b>      | <b>\$500.00</b>         |
| <b>429995 SERVI CES</b>           | <b>\$72,293.80</b>  | <b>\$69,858.37</b>  | <b>\$51,095.31</b>         | <b>\$91,258.00</b>      | <b>\$61,000.00</b>      |
| 430002 SOFTWARE                   | \$15,795.60         | \$15,031.00         | \$0.00                     | \$0.00                  | \$0.00                  |
| 430003 SUBSCRIPTIONS              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING            | \$0.00              | \$0.00              | \$0.00                     | \$2,000.00              | \$2,000.00              |
| 430009 OFFICE                     | \$371.91            | \$1,573.21          | \$610.04                   | \$2,000.00              | \$7,000.00              |
| 430042 TOOLS & HARDWARE           | \$6.00              | \$108.00            | \$155.95                   | \$500.00                | \$500.00                |
| 430099 MISC SUPPLIES AND EXP      | \$0.00              | \$694.20            | \$0.00                     | \$0.00                  | \$1,000.00              |
| <b>430100 SUPPLI ES &amp; EXP</b> | <b>\$16,173.51</b>  | <b>\$17,406.41</b>  | <b>\$765.99</b>            | <b>\$4,500.00</b>       | <b>\$10,500.00</b>      |
| 439015 OFFICE EQUIPMENT           | \$4,477.60          | \$9,340.05          | \$1,319.76                 | \$1,400.00              | \$2,000.00              |
| <b>439100 MI NOR CAPITAL</b>      | <b>\$4,477.60</b>   | <b>\$9,340.05</b>   | <b>\$1,319.76</b>          | <b>\$1,400.00</b>       | <b>\$2,000.00</b>       |
| <b>439995 SUPPLI ES</b>           | <b>\$20,651.11</b>  | <b>\$26,746.46</b>  | <b>\$2,085.75</b>          | <b>\$5,900.00</b>       | <b>\$12,500.00</b>      |
| 453049 LEASE PURCHASE             | \$41,018.39         | \$0.00              | \$0.00                     | \$0.00                  | \$20,000.00             |
| <b>450100 CAPITAL OUTLAY</b>      | <b>\$41,018.39</b>  | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$20,000.00</b>      |
| <b>499995 OTHER</b>               | <b>\$41,018.39</b>  | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$20,000.00</b>      |
| <b>01000104 CI TY TREASURER</b>   | <b>\$510,928.68</b> | <b>\$503,770.08</b> | <b>\$263,162.83</b>        | <b>\$365,302.00</b>     | <b>\$388,382.42</b>     |

# OFFICE OF THE CITY SOLICITOR

The City Solicitor's Office is responsible for handling all legal matters affecting the City. This entails providing legal counsel to the Mayor, the City Controller, the City Treasurer, and City Council.

This office manages all legal action taken by the City and defends or supervises the defense of actions filed against the City, including all labor law matters. It reviews and provides administrative legal support for all bond issuances prepares and files all proofs of claim on behalf of the City in bankruptcy proceedings and represents the City in all such proceedings. It also plays a significant role in major projects undertaken by the City and handles real estate transfers and loan closings for the Department of Community and Economic Development.

Law Bureau staff prosecutes codes violations, violations of City ordinances, bad check cases, and other criminal offenses in the name of the Commonwealth, and participate in all tax assessment appeals filed by property owners. The Office drafts or reviews, for form and legality, all legislation considered by Council and all City contracts. The City Solicitor provides legal opinions to department directors, bureau chiefs, and their staff, to assure legal compliance in matters affecting their departments and assists the Department of Administration's efforts to recover delinquent taxes and utilities. The City Solicitor's opinion on legal matters is final within City government.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0105 City Solicitor's Office

### Allocation Plan

### Position Control

| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION           | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
|-------------------------|------------------|------------------|---------------------------------|------------------|------------------|------------------|------------------|
| Salaries-Mgmt           | 271,370          | 299,817          | City Solicitor                  | 1                | 1                | 85,000           | 85,000           |
| Salaries-BU             | 48,789           | 49,267           | Deputy City Solicitor           | 1                | 1                | 69,000           | 69,000           |
| Overtime                | 0                | 0                | Assistant City Solicitor        | 1                | 1                | 55,000           | 55,000           |
| Fringe Benefits         | (40,884)         | 26,706           | Confidential Legal Secretary II | 1                | 1                | 44,370           | 44,370           |
|                         |                  |                  | Labor Relations Coordinator     | 0                | 1                | 0                | 46,447           |
| TOTAL                   | 279,275          | 375,790          | Reallocation                    |                  |                  | 18,000           | 0                |
| SERVICES                |                  |                  | Total Management                | 4                | 5                | 271,370          | 299,817          |
| Communications          | 4,000            | 4,000            | Paralegal III                   | 1                | 1                | 48,789           | 49,267           |
| Professional Services   | 152,747          | 150,600          | Total Bargaining Unit           | 1                | 1                | 48,789           | 49,267           |
| Utilities               | 0                | 0                | Overtime                        |                  |                  | 0                | 0                |
| Insurance               | 0                | 0                | FICA                            |                  |                  | 23,116           | 26,706           |
| Rentals                 | 0                | 0                | Concessions                     |                  |                  | (64,000)         | 0                |
| Maintenance & Repairs   | 0                | 0                | Total Fringe Benefits           |                  |                  | (40,884)         | 26,706           |
| Contracted Services     | 16,800           | 16,800           | TOTAL                           | 5                | 6                | 279,275          | 375,790          |
| TOTAL                   | 173,547          | 171,400          |                                 |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                                 |                  |                  |                  |                  |
| Supplies                | 35,298           | 36,068           |                                 |                  |                  |                  |                  |
| Minor Capital Equipment | 3,423            | 0                |                                 |                  |                  |                  |                  |
| TOTAL                   | 38,721           | 36,068           |                                 |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                                 |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 491,543          | 583,258          |                                 |                  |                  |                  |                  |

## GENERAL GOVERNMENT

| EMPLOYEE | POSITION   | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|----------|--|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|          | CITY SOLICITOR   | 1 6                | 2014 \$ 85,000.00           | 0.00                           | 0.00                       | 0.00          | 85,000.00      | 0.00             | 6,503.00  |                    | 91,503.00  |
|          | DEPUTY CITY SOLICITOR  | 7 29               | 2014 \$ 69,000.00           | 0.00                           | 0.00                       | 0.00          | 69,000.00      | 0.00             | 5,279.00  |                    | 74,279.00  |
|          | ASSISTANT CITY SOLICITOR                                     | 8 26               | 2014 \$ 55,000.00           | 0.00                           | 0.00                       | 0.00          | 55,000.00      | 0.00             | 4,208.00  |                    | 59,208.00  |
|          | CONFIDENTIAL LEGAL SECRETARY II                              | 9 12               | 2011 \$ 44,370.00           | 0.00                           | 0.00                       | 0.00          | 44,370.00      | 0.00             | 3,394.00  |                    | 47,764.00  |
|          | LABOR RELATIONS COORDINATOR                                  | 1 1                | 2015 \$ 46,446.82           | 0.00                           | 0.00                       | 0.00          | 46,446.82      | 0.00             | 3,553.18  | 0.00               | 50,000.00  |
| 5.00     | MANAGEMENT TOTALS  |                    | 299,816.82                  | 0.00                           | 0.00                       | 0.00          | 299,816.82     | 0.00             | 22,937.18 | 0.00               | 322,754.00 |
|          | PARALEGAL III  | 6 11               | 1990 \$ 47,832.51           | 0.00                           | 478.33                     | 956.65        | 49,267.49      | 0.00             | 3,769.00  |                    | 53,036.49  |
| 1.00     | BARGAINING UNIT  |                    | 47,832.51                   | 0.00                           | 478.33                     | 956.65        | 49,267.49      | 0.00             | 3,769.00  | 0.00               | 53,036.49  |
| 6.00     | TOTAL  |                    | 347,649.33                  | 0.00                           | 478.33                     | 956.65        | 349,084.31     | 0.00             | 26,706.18 | 0.00               | 375,790.49 |
| OVERTIME |  |                    |                             |                                |                            |               | 0.00           | 0.00             | 0.00      | 0.00               | 0.00       |
|          | TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                    |                             |                                |                            |               | 349,084.31     | 0.00             | 26,706.18 | 0.00               | 375,790.49 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

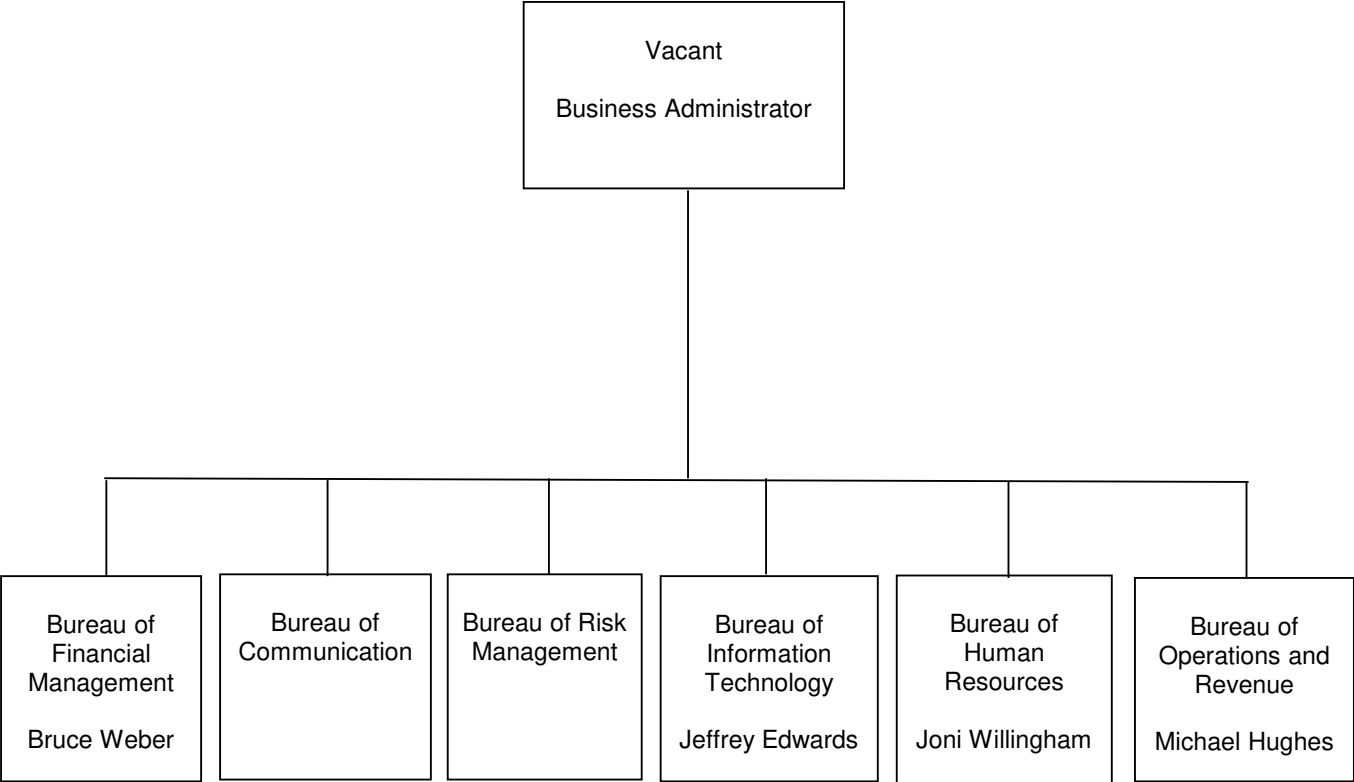
### Expenditure Line Item

#### BUDGET UNIT: 01000105 OFFICE OF CITY SOLICITOR

| Account                          | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES          | \$129,865.13        | \$220,482.49        | \$205,682.40               | \$302,159.00            | \$349,084.31            |
| 415000 TEMPORARY                 | \$0.00              | \$0.00              | \$1,360.00                 | \$18,000.00             | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>    | <b>\$129,865.13</b> | <b>\$220,482.49</b> | <b>\$207,042.40</b>        | <b>\$320,159.00</b>     | <b>\$349,084.31</b>     |
| 419001 SOCIAL SECURITY           | \$9,934.83          | \$16,928.38         | \$15,838.66                | \$23,116.00             | \$26,706.18             |
| 419002 MEDICAL                   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES   | \$0.00              | \$0.00              | \$0.00                     | (\$64,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>    | <b>\$9,934.83</b>   | <b>\$16,928.38</b>  | <b>\$15,838.66</b>         | <b>(\$40,884.00)</b>    | <b>\$26,706.18</b>      |
| <b>419995 PERSONNEL</b>          | <b>\$139,799.96</b> | <b>\$237,410.87</b> | <b>\$222,881.06</b>        | <b>\$279,275.00</b>     | <b>\$375,790.49</b>     |
| 420010 ADVERTISING               | \$504.00            | \$0.00              | \$0.00                     | \$500.00                | \$500.00                |
| 420020 PRINTING                  | \$0.00              | \$0.00              | \$1,374.10                 | \$2,000.00              | \$2,000.00              |
| 420040 TELEPHONE                 | \$635.07            | \$773.02            | \$685.84                   | \$900.00                | \$900.00                |
| 420050 POSTAGE                   | \$428.63            | \$613.93            | \$94.24                    | \$600.00                | \$600.00                |
| <b>420100 COMMUNICATIONS</b>     | <b>\$1,567.70</b>   | <b>\$1,386.95</b>   | <b>\$2,154.18</b>          | <b>\$4,000.00</b>       | <b>\$4,000.00</b>       |
| 421010 LEGAL                     | \$349,424.40        | \$184,020.27        | \$143,563.73               | \$152,147.00            | \$150,000.00            |
| 421030 CONSULTING                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 421060 STENOGRAPHER              | \$0.00              | \$0.00              | \$0.00                     | \$350.00                | \$350.00                |
| 421080 FILING FEES               | (\$26.00)           | \$39.00             | \$85.50                    | \$250.00                | \$250.00                |
| <b>421100 PROFESSIONAL SRVC</b>  | <b>\$349,398.40</b> | <b>\$184,059.27</b> | <b>\$143,649.23</b>        | <b>\$152,747.00</b>     | <b>\$150,600.00</b>     |
| 429001 TUITION/TRAINING          | \$375.00            | \$799.00            | \$820.00                   | \$1,958.00              | \$1,958.00              |
| 429009 ADMIN/TRUSTEE FEE         | \$0.00              | \$0.00              | \$39.90                    | \$42.00                 | \$42.00                 |
| 429014 CONTRACTED PERSONNEL SVS. | \$0.00              | \$5,736.41          | \$13,200.00                | \$13,200.00             | \$13,200.00             |
| 429015 TRAVEL                    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429016 CONFERENCES               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS               | \$660.00            | \$739.00            | \$969.00                   | \$1,600.00              | \$1,600.00              |
| <b>429100 CONTRACTED SRVC</b>    | <b>\$1,035.00</b>   | <b>\$7,274.41</b>   | <b>\$15,028.90</b>         | <b>\$16,800.00</b>      | <b>\$16,800.00</b>      |
| <b>429995 SERVICES</b>           | <b>\$352,001.10</b> | <b>\$192,720.63</b> | <b>\$160,832.31</b>        | <b>\$173,547.00</b>     | <b>\$171,400.00</b>     |
| 430002 SOFTWARE                  | \$0.00              | \$225.18            | \$0.00                     | \$350.00                | \$350.00                |
| 430003 SUBSCRIPTIONS             | \$17,737.72         | \$23,080.96         | \$25,019.20                | \$34,298.00             | \$35,068.00             |
| 430009 OFFICE                    | \$0.00              | \$17.57             | \$185.10                   | \$650.00                | \$650.00                |
| <b>430100 SUPPLIES &amp; EXP</b> | <b>\$17,737.72</b>  | <b>\$23,323.71</b>  | <b>\$25,204.30</b>         | <b>\$35,298.00</b>      | <b>\$36,068.00</b>      |
| 439015 OFFICE EQUIPMENT          | \$0.00              | \$0.00              | \$3,415.80                 | \$3,423.00              | \$0.00                  |
| <b>439100 MINOR CAPITAL</b>      | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$3,415.80</b>          | <b>\$3,423.00</b>       | <b>\$0.00</b>           |
| <b>439995 SUPPLIES</b>           | <b>\$17,737.72</b>  | <b>\$23,323.71</b>  | <b>\$28,620.10</b>         | <b>\$38,721.00</b>      | <b>\$36,068.00</b>      |
| 453015 OFFICE EQUIPMENT          | \$0.00              | \$3,436.00          | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>450100 CAPITAL OUTLAY</b>     | <b>\$0.00</b>       | <b>\$3,436.00</b>   | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>499995 OTHER</b>              | <b>\$0.00</b>       | <b>\$3,436.00</b>   | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>01000105 CITY SOLICITOR</b>   | <b>\$509,538.78</b> | <b>\$456,891.21</b> | <b>\$412,333.47</b>        | <b>\$491,543.00</b>     | <b>\$583,258.49</b>     |



DEPARTMENT OF ADMINISTRATION



EXPENDITURE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|  | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--|----------------|----------------|-------------------------------|----------------------------|----------------------------|
|--|----------------|----------------|-------------------------------|----------------------------|----------------------------|

DEPARTMENT OF ADMINISTRATION

0110 OFFICE OF THE BUSINESS ADMINISTRATOR

|           |                |                |               |               |               |
|-----------|----------------|----------------|---------------|---------------|---------------|
| Personnel | 129,469        | 152,731        | 51,472        | 62,885        | 80,737        |
| Services  | 6,696          | 6,642          | 9,849         | 15,250        | 14,450        |
| Supplies  | 911            | 244            | 1,436         | 2,900         | 2,700         |
| Other     | 0              | 0              | 0             | 0             | 0             |
| TOTALS    | <u>137,076</u> | <u>159,617</u> | <u>62,757</u> | <u>81,035</u> | <u>97,887</u> |

0112 BUREAU OF FINANCIAL MANAGEMENT

|           |                |                |                |                |                |
|-----------|----------------|----------------|----------------|----------------|----------------|
| Personnel | 291,495        | 335,328        | 250,584        | 306,002        | 416,247        |
| Services  | 70,219         | 133,045        | 231,017        | 281,633        | 275,640        |
| Supplies  | 4,992          | 1,881          | 6,608          | 8,532          | 11,532         |
| Other     | 15,643         | 0              | 0              | 0              | 0              |
| TOTALS    | <u>382,349</u> | <u>470,254</u> | <u>488,209</u> | <u>596,167</u> | <u>703,419</u> |

0114 BUREAU OF COMMUNICATION

|           |          |          |          |          |                |
|-----------|----------|----------|----------|----------|----------------|
| Personnel | 0        | 0        | 0        | 0        | 105,497        |
| Services  | 0        | 0        | 0        | 0        | 11,849         |
| Supplies  | 0        | 0        | 0        | 0        | 7,305          |
| Other     | 0        | 0        | 0        | 0        | 0              |
| TOTALS    | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>124,651</u> |

0115 BUREAU OF RISK MANAGEMENT

|           |          |          |          |          |               |
|-----------|----------|----------|----------|----------|---------------|
| Personnel | 0        | 0        | 0        | 0        | 74,279        |
| Services  | 0        | 0        | 0        | 0        | 720           |
| Supplies  | 0        | 0        | 0        | 0        | 1,500         |
| Other     | 0        | 0        | 0        | 0        | 0             |
| TOTALS    | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>76,499</u> |

EXPENDITURE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|  | 2012<br>Actual          | 2013<br>Actual          | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--|-------------------------|-------------------------|-------------------------------|----------------------------|----------------------------|
| <u>0116 BUREAU OF INFORMATION TECHNOLOGY</u> |                         |                         |                               |                            |                            |
| Personnel                                    | 378,868                 | 412,356                 | 246,925                       | 328,756                    | 446,725                    |
| Services                                     | 92,562                  | 96,964                  | 237,642                       | 299,380                    | 239,700                    |
| Supplies                                     | 36,408                  | 16,633                  | 93,069                        | 130,261                    | 128,415                    |
| Other  | 1,641                   | 0                       | 68,505                        | 83,505                     | 93,000                     |
| TOTALS                                       | <u>509,480</u>          | <u>525,953</u>          | <u>646,141</u>                | <u>841,902</u>             | <u>907,840</u>             |
| <u>0117 BUREAU OF HUMAN RESOURCES</u>        |                         |                         |                               |                            |                            |
| Personnel                                    | 321,946                 | 317,619                 | 203,982                       | 245,588                    | 230,739                    |
| Services                                     | 39,794                  | 44,122                  | 40,875                        | 45,174                     | 47,250                     |
| Supplies                                     | 675                     | 1,372                   | 278                           | 1,325                      | 2,400                      |
| Other  | 0                       | 0                       | 0                             | 0                          | 0                          |
| TOTALS                                       | <u>362,415</u>          | <u>363,113</u>          | <u>245,135</u>                | <u>292,087</u>             | <u>280,389</u>             |
| <u>0124 BUREAU OF OPERATIONS AND REVENUE</u> |                         |                         |                               |                            |                            |
| Personnel                                    | 391,985                 | 378,583                 | 131,283                       | 160,021                    | 192,292                    |
| Services                                     | 195,032                 | 187,458                 | 292,518                       | 398,605                    | 166,451                    |
| Supplies                                     | 23,068                  | 29,675                  | 28,151                        | 28,200                     | 27,000                     |
| Other  | 24                      | 0                       | 4,528                         | 4,530                      | 1,195                      |
| TOTALS                                       | <u>610,109</u>          | <u>595,716</u>          | <u>456,480</u>                | <u>591,356</u>             | <u>386,938</u>             |
| TOTAL DEPARTMENT OF ADMINISTRATION           |                         |                         |                               |                            |                            |
| Personnel                                    | 1,513,763               | 1,596,617               | 884,246                       | 1,103,252                  | 1,546,516                  |
| Services                                     | 404,303                 | 468,231                 | 811,901                       | 1,040,042                  | 756,060                    |
| Supplies                                     | 66,054                  | 49,805                  | 129,542                       | 171,218                    | 180,852                    |
| Other  | 17,308                  | 0                       | 73,033                        | 88,035                     | 94,195                     |
| TOTAL EXPENDITURES                           | <u><u>2,001,428</u></u> | <u><u>2,114,653</u></u> | <u><u>1,898,722</u></u>       | <u><u>2,402,547</u></u>    | <u><u>2,577,623</u></u>    |

POSITION ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|                                      | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--------------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| ADMINISTRATION                       |                |                |                               |                            |                            |
| Office of the Business Administrator | 2.00           | 2.00           | 2.00                          | 2.00                       | 1.00                       |
| Financial Management                 | 7.00           | 7.00           | 7.00                          | 7.00                       | 7.00                       |
| Communication                        | 0.00           | 0.00           | 0.00                          | 0.00                       | 2.00                       |
| Risk Management                      | 0.00           | 0.00           | 0.00                          | 0.00                       | 1.00                       |
| Information Technology               | 6.60           | 6.60           | 8.00                          | 8.00                       | 7.00                       |
| Human Resources                      | 6.00           | 6.00           | 6.00                          | 6.00                       | 4.00                       |
| Operations & Revenue                 | 8.00           | 9.00           | 4.00                          | 4.00                       | 4.00                       |
|                                      |                |                |                               |                            |                            |
| TOTAL POSITIONS                      | 29.60          | 30.60          | 27.00                         | 27.00                      | 26.00                      |

OFFICE OF THE BUSINESS ADMINISTRATOR

The Department of Administration is headed by the Chief of Staff/Business Administrator who is appointed by the Mayor and confirmed by City Council. The Department of Administration performs the fiscal, technological, personnel, and central administrative functions of the City. The Chief of Staff/Business Administrator has the authority to oversee the direct management of all City departments which are under the administrative jurisdiction of the Mayor, as well as inter-action with agencies which are outside of the Executive Branch and directly manages four bureaus: Financial Management, Information Technology, Human Resources and Operations and Revenue. The Chief of Staff/Business Administrator serves as the Mayor's designee on various Boards and Commissions.

The Chief of Staff/Business Administrator conducts scheduled labor management meetings with each of the union groups throughout the year and resolves issues which could result in grievances whenever possible, acts as the Third-Step Hearing Officer for Union grievances in the Mayor's stead. Also, the Chief of Staff/Business Administrator has the responsibility for contract negotiations with all three union groups.

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0110 Office of Business Administrator

Allocation Plan

Position Control

|                         | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION          | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
|-------------------------|------------------|------------------|--------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               |                  |                  |                                |                  |                  |                  |                  |
| Salaries-Mgmt           | 70,322           | 75,000           | Business Administrator         | 1                | 1                | 75,000           | 75,000           |
| Fringe Benefits         | (7,437)          | 5,737            | Community Services Coordinator | 1                | 0                | 50,000           | 0                |
|                         |                  |                  | Reallocation                   |                  |                  | (54,678)         | 0                |
| TOTAL                   | 62,885           | 80,737           | Total Management               | 2                | 1                | 70,322           | 75,000           |
| SERVICES                |                  |                  | FICA                           |                  |                  | 9,563            | 5,737            |
| Communications          | 1,710            | 1,710            | Concessions                    |                  |                  | (17,000)         | 0                |
| Professional Services   | 5,000            | 5,000            |                                |                  |                  | (7,437)          | 5,737            |
| Utilities               | 0                | 0                | Total Fringe Benefits          |                  |                  |                  |                  |
| Insurance               | 0                | 0                |                                |                  |                  |                  |                  |
| Rentals                 | 0                | 0                | TOTAL                          | 2                | 1                | 62,885           | 80,737           |
| Maintenance & Repairs   | 2,040            | 2,040            |                                |                  |                  |                  |                  |
| Contracted Services     | 6,500            | 5,700            |                                |                  |                  |                  |                  |
| TOTAL                   | 15,250           | 14,450           |                                |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                                |                  |                  |                  |                  |
| Supplies                | 2,900            | 2,700            |                                |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                                |                  |                  |                  |                  |
| TOTAL                   | 2,900            | 2,700            |                                |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                                |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 81,035           | 97,887           |                                |                  |                  |                  |                  |

**BUSINESS ADMINISTRATOR**

BUSINESS ADMINISTRATOR - 0110

| <u>EMPLOYEE</u>   | <u>POSITION</u>               | <u>ANNIV. /<br/>D.O.B.</u> | <u>2014<br/>END OF YR<br/>SALARY</u> | <u>2015<br/>GRADE/STEP<br/>INCREASE</u> | <u>2015<br/>ANNUAL<br/>INCREASE</u> | <u>2015<br/>LONG<br/>TERM</u> | <u>2015<br/>SALARY</u> | <u>2015<br/>LUMP SUM</u> | <u>FICA</u>     | <u>FRINGE<br/>BENEFITS</u> | <u>TOTAL</u>     |
|---|-------------------------------|----------------------------|--------------------------------------|---|-------------------------------------|-------------------------------|------------------------|--------------------------|-----------------|----------------------------|------------------|
|   | <b>BUSINESS ADMINISTRATOR</b> | <b>1</b>                   | <b>2015 \$ 75,000.00</b>             | <b>0.00</b>                             | <b>0.00</b>                         | <b>0.00</b>                   | <b>75,000.00</b>       | <b>0.00</b>              | <b>5,737.50</b> | <b>0.00</b>                | <b>80,737.50</b> |
| 1.00  | MANAGEMENT TOTALS             |                            | 75,000.00                            | 0.00                                    | 0.00                                | 0.00                          | 75,000.00              | 0.00                     | 5,737.50        | 0.00                       | 80,737.50        |
| 1.00  | TOTAL                         |                            | 75,000.00                            | 0.00                                    | 0.00                                | 0.00                          | 75,000.00              | 0.00                     | 5,737.50        | 0.00                       | 80,737.50        |
| <b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b> |                               |                            |                                      |   |                                     |                               |                        |                          |                 |                            |                  |
|   |                               |                            |                                      |   |                                     |                               | <b>75,000.00</b>       | <b>0.00</b>              | <b>5,737.50</b> | <b>0.00</b>                | <b>80,737.50</b> |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: 01010110 OFFICE OF BUSINESS ADMINSTRATOR

| Account                                | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES                | \$113,176.82        | \$140,206.48        | \$47,814.02                | \$70,321.54             | \$75,000.00             |
| 415000 TEMPORARY                       | \$7,018.95          | \$1,384.56          | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>          | <b>\$120,195.77</b> | <b>\$141,591.04</b> | <b>\$47,814.02</b>         | <b>\$70,321.54</b>      | <b>\$75,000.00</b>      |
| 419001 SOCIAL SECURITY                 | \$9,272.91          | \$11,139.86         | \$3,657.79                 | \$9,563.00              | \$5,737.50              |
| 419002 MEDICAL                         | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES         | \$0.00              | \$0.00              | \$0.00                     | (\$17,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>          | <b>\$9,272.91</b>   | <b>\$11,139.86</b>  | <b>\$3,657.79</b>          | <b>(\$7,437.00)</b>     | <b>\$5,737.50</b>       |
| <b>419995 PERSONNEL</b>                | <b>\$129,468.68</b> | <b>\$152,730.90</b> | <b>\$51,471.81</b>         | <b>\$62,884.54</b>      | <b>\$80,737.50</b>      |
| 420010 ADVERTISING                     | \$700.00            | \$0.00              | \$0.00                     | \$700.00                | \$700.00                |
| 420020 PRINTING                        | \$251.00            | \$275.00            | \$0.00                     | \$350.00                | \$350.00                |
| 420040 TELEPHONE                       | \$651.47            | \$807.66            | \$405.18                   | \$510.00                | \$510.00                |
| 420050 POSTAGE                         | \$206.54            | \$37.42             | \$14.70                    | \$150.00                | \$150.00                |
| <b>420100 COMMUNI CATIONS</b>          | <b>\$1,809.01</b>   | <b>\$1,120.08</b>   | <b>\$419.88</b>            | <b>\$1,710.00</b>       | <b>\$1,710.00</b>       |
| 421010 LEGAL                           | \$0.00              | \$161.00            | \$0.00                     | \$0.00                  | \$0.00                  |
| 421030 CONSULTING                      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 421050 OTHER PROFESSIONAL FEES         | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 421070 ARBITRATION                     | \$1,964.50          | \$3,532.70          | \$2,474.00                 | \$5,000.00              | \$5,000.00              |
| <b>421100 PROFESSIONAL SRVC</b>        | <b>\$1,964.50</b>   | <b>\$3,693.70</b>   | <b>\$2,474.00</b>          | <b>\$5,000.00</b>       | <b>\$5,000.00</b>       |
| 425090 MAINT SERV CONTRACT             | \$0.00              | \$274.13            | \$1,000.00                 | \$2,040.00              | \$2,040.00              |
| <b>425100 MAINT &amp; REPAIRS</b>      | <b>\$0.00</b>       | <b>\$274.13</b>     | <b>\$1,000.00</b>          | <b>\$2,040.00</b>       | <b>\$2,040.00</b>       |
| 429001 TUITION/TRAINING                | \$1,942.08          | \$1,554.00          | \$0.00                     | \$545.00                | \$3,000.00              |
| 429009 ADMIN/TRUSTEE FEE               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429014 CONTRACTED PERSONNEL SVS.       | \$0.00              | \$0.00              | \$5,954.66                 | \$5,955.00              | \$2,000.00              |
| 429015 TRAVEL                          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$300.00                |
| 429016 CONFERENCES                     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$400.00                |
| 429017 MEMBERSHIPS                     | \$980.00            | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429090 MISC CONTRACTED SRVCS           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>          | <b>\$2,922.08</b>   | <b>\$1,554.00</b>   | <b>\$5,954.66</b>          | <b>\$6,500.00</b>       | <b>\$5,700.00</b>       |
| <b>429995 SERVI CES</b>                | <b>\$6,695.59</b>   | <b>\$6,641.91</b>   | <b>\$9,848.54</b>          | <b>\$15,250.00</b>      | <b>\$14,450.00</b>      |
| 430002 SOFTWARE                        | \$0.00              | \$0.00              | \$0.00                     | \$900.00                | \$900.00                |
| 430003 SUBSCRIPTIONS                   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING                 | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                          | \$911.36            | \$244.19            | \$1,436.28                 | \$2,000.00              | \$1,800.00              |
| 430099 MISC SUPPLIES AND EXP           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLI ES &amp; EXP</b>      | <b>\$911.36</b>     | <b>\$244.19</b>     | <b>\$1,436.28</b>          | <b>\$2,900.00</b>       | <b>\$2,700.00</b>       |
| 439015 OFFICE EQUIPMENT                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>439100 MI NOR CAPITAL</b>           | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>439995 SUPPLI ES</b>                | <b>\$911.36</b>     | <b>\$244.19</b>     | <b>\$1,436.28</b>          | <b>\$2,900.00</b>       | <b>\$2,700.00</b>       |
| <b>01010110 BUSINESS ADMINISTRATOR</b> | <b>\$137,075.63</b> | <b>\$159,617.00</b> | <b>\$62,756.63</b>         | <b>\$81,034.54</b>      | <b>\$97,887.50</b>      |

# BUREAU OF FINANCIAL MANAGEMENT

The Bureau of Financial Management is responsible for the overall fiscal management of the City. This includes the management of all funds, accounting for all assets and financial activity, the production of all financial documents, and the administration of Debt Service, General Expenses, and Transfers to Other Funds. This bureau also aids in the administration of the City's three pension plans. For the Bureau to complete these tasks, it is organized into four offices. They are Accounting, Budget and Analysis, Purchasing, and Grants Management.

The Accounting Office manages the cash flow and accounts payable functions for the City. This office also oversees the City's computerized accounting and financial reporting systems, and is responsible for preparation of the annual audit and development of the Comprehensive Annual Financial Report.

The Office of Budget and Analysis is responsible for the preparation, development, distribution, and monitoring of the City's annual budget which is submitted to Council at the last Legislative Session in November. This office also prepares the Mid-Year Fiscal Report, which highlights the financial status of all budgeted funds as of June 30th of the current year compared to June 30th of the previous year. The Mid-Year report also projects the financial performance for the current year-end.

The Purchasing Office is responsible for overseeing the procurement of most City materials, supplies, and services. All procurement documentation is compiled and stored within the Purchasing Office. Furthermore, this office must assure fair and equitable distribution of City contracts and agreements for capital and non-capital products and services, including the preparation and advertising of public bids and the awarding of those contracts. This office also administers insurance claims and collection activities.

The Grants Management Office assists with grants administration on a City-wide basis, including grants writing and periodic reporting.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0112 Financial Management

| Allocation Plan         |                  |                  |                                    | Position Control |                  |                  |                  |
|-------------------------|------------------|------------------|------------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION              | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 330,185          | 342,500          | Director of Financial Mgmt.        | 1                | 1                | 70,000           | 70,000           |
| Salaries-BU             | 42,320           | 44,167           | Accounting Manager                 | 1                | 1                | 55,000           | 57,500           |
| Fringe Benefits         | (66,503)         | 29,580           | Budget Manager                     | 1                | 1                | 55,000           | 57,500           |
|                         |                  |                  | Purchasing & Ins/Colct Manager     | 1                | 1                | 53,185           | 55,000           |
| TOTAL                   | 306,002          | 416,247          | Grants Manager                     | 1                | 0                | 52,000           | 0                |
|                         |                  |                  | Senior Grants Manager              | 0                | 1                | 0                | 57,500           |
| SERVICES                |                  |                  | Staff Accountant/Financial Analyst | 1                | 1                | 45,000           | 45,000           |
| Communications          | 4,879            | 4,900            | Total Management                   | 6                | 6                | 330,185          | 342,500          |
| Professional Services   | 245,814          | 244,000          |                                    |                  |                  |                  |                  |
| Utilities               | 0                | 0                | Auditor I                          | 1                | 0                | 42,320           | 0                |
| Insurance               | 0                | 0                | Auditor II                         | 0                | 1                | 0                | 44,167           |
| Rentals                 | 0                | 0                |                                    |                  |                  |                  |                  |
| Maintenance & Repairs   | 29,040           | 25,040           | Total Bargaining Unit              | 1                | 1                | 42,320           | 44,167           |
| Contracted Services     | 1,900            | 1,700            |                                    |                  |                  |                  |                  |
|                         |                  |                  | FICA                               |                  |                  | 28,497           | 29,580           |
| TOTAL                   | 281,633          | 275,640          | Concessions                        |                  |                  | (95,000)         | 0                |
|                         |                  |                  |                                    |                  |                  | (66,503)         | 29,580           |
| SUPPLIES                |                  |                  | Total Fringe Benefits              |                  |                  |                  |                  |
| Supplies                | 8,532            | 8,532            |                                    |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 3,000            | TOTAL                              | 7                | 7                | 306,002          | 416,247          |
|                         |                  |                  |                                    |                  |                  |                  |                  |
| TOTAL                   | 8,532            | 11,532           |                                    |                  |                  |                  |                  |
|                         |                  |                  |                                    |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                                    |                  |                  |                  |                  |
|                         |                  |                  |                                    |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 596,167          | 703,419          |                                    |                  |                  |                  |                  |



## FINANCIAL MANAGEMENT

| EMPLOYEE | POSITION  | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY    | 2015<br>LUMP SUM | FICA             | FRINGE<br>BENEFITS | TOTAL             |
|----------|---|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|-------------------|------------------|------------------|--------------------|-------------------|
|          | DIRECTOR OF FINANCIAL MANAGEMENT                                    | 1                  | 2014 \$ 70,000.00           | 0.00                           | 0.00                       | 0.00          | 70,000.00         | 0.00             | 5,355.00         | 0.00               | 75,355.00         |
|          | ACCOUNTING MANAGER  | 11                 | 2012 \$ 55,000.00           | 2,500.00                       | 0.00                       | 0.00          | 57,500.00         | 0.00             | 4,398.75         | 0.00               | 61,898.75         |
|          | <b>PURCHASING &amp; INSURANCE CLAIMS/COLCT.</b>                     |                    |                             |                                |                            |               |                   |                  |                  |                    |                   |
|          | MANAGER   | 1                  | 2015 \$ 55,000.00           |                                | 0.00                       | 0.00          | 55,000.00         | 0.00             | 4,207.50         | 0.00               | 59,207.50         |
|          | SENIOR GRANTS MANAGER   | 6                  | 2012 \$ 52,000.00           | 5,500.00                       | 0.00                       | 0.00          | 57,500.00         | 0.00             | 4,398.75         | 0.00               | 61,898.75         |
|          | BUDGET MANAGER  | 11                 | 2012 \$ 55,000.00           | 2,500.00                       | 0.00                       | 0.00          | 57,500.00         | 0.00             | 4,398.75         | 0.00               | 61,898.75         |
|          | <b>STAFF ACCOUNTANT/FINANCIAL ANALYST</b>                           | 1                  | 2015 \$ 45,000.00           | 0.00                           | 0.00                       | 0.00          | 45,000.00         | 0.00             | 3,442.50         | 0.00               | 48,442.50         |
| 6.00     | MANAGEMENT TOTALS   |                    | 332,000.00                  | 10,500.00                      | 0.00                       | 0.00          | 342,500.00        | 0.00             | 26,201.25        | 0.00               | 368,701.25        |
| 1.00     | AUDITOR II  | 4                  | 2006 \$ 42,109.02           | 1,404.94                       | 435.14                     | 217.57        | 44,166.67         | 0.00             | 3,378.75         | 0.00               | 47,545.42         |
|          | BARGAINING UNIT TOTALS  |                    | 42,109.02                   | 1,404.94                       | 435.14                     | 217.57        | 44,166.67         | 0.00             | 3,378.75         | 0.00               | 47,545.42         |
| 7.00     | TOTAL   |                    | 374,109.02                  | 11,904.94                      | 435.14                     | 217.57        | 386,666.67        | 0.00             | 29,580.00        | 0.00               | 416,246.67        |
| OVERTIME |   |                    |                             |                                |                            |               | 0.00              | 0.00             | 0.00             | 0.00               | 0.00              |
|          | <b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b> |                    |                             |                                |                            |               | <b>386,666.67</b> | <b>0.00</b>      | <b>29,580.00</b> | <b>0.00</b>        | <b>416,246.67</b> |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01010112 BUREAU OF FINANCIAL MANAGEMENT

| Account                              | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--------------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES              | \$270,620.24        | \$311,032.84        | \$232,777.09               | \$372,504.52            | \$386,666.67            |
| 415000 TEMPORARY                     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>        | <b>\$270,620.24</b> | <b>\$311,032.84</b> | <b>\$232,777.09</b>        | <b>\$372,504.52</b>     | <b>\$386,666.67</b>     |
| 419001 SOCIAL SECURITY               | \$20,874.98         | \$24,294.88         | \$17,807.47                | \$28,497.65             | \$29,580.00             |
| 419002 MEDICAL                       | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES       | \$0.00              | \$0.00              | \$0.00                     | (\$95,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>        | <b>\$20,874.98</b>  | <b>\$24,294.88</b>  | <b>\$17,807.47</b>         | <b>(\$66,502.35)</b>    | <b>\$29,580.00</b>      |
| <b>419995 PERSONNEL</b>              | <b>\$291,495.22</b> | <b>\$335,327.72</b> | <b>\$250,584.56</b>        | <b>\$306,002.17</b>     | <b>\$416,246.67</b>     |
| 420010 ADVERTISING                   | \$1,680.15          | \$1,039.75          | \$279.06                   | \$1,200.00              | \$1,200.00              |
| 420020 PRINTING                      | \$686.79            | \$127.52            | \$886.85                   | \$1,000.00              | \$1,000.00              |
| 420040 TELEPHONE                     | \$182.40            | \$679.00            | \$271.01                   | \$679.00                | \$700.00                |
| 420050 POSTAGE                       | \$2,038.34          | \$1,930.20          | \$954.88                   | \$2,000.00              | \$2,000.00              |
| <b>420100 COMMUNI CATIONS</b>        | <b>\$4,587.68</b>   | <b>\$3,776.47</b>   | <b>\$2,391.80</b>          | <b>\$4,879.00</b>       | <b>\$4,900.00</b>       |
| 421020 AUDIT                         | \$560.00            | \$80,755.00         | \$133,110.00               | \$133,110.00            | \$135,000.00            |
| 421030 CONSULTING                    | \$44,145.98         | \$25,420.70         | \$72,600.00                | \$110,299.00            | \$107,000.00            |
| 421050 OTHER PROFESSIONAL FEES       | \$0.00              | \$1,055.00          | \$0.00                     | \$2,405.00              | \$2,000.00              |
| <b>421100 PROFESSIONAL SRVC</b>      | <b>\$44,705.98</b>  | <b>\$107,230.70</b> | <b>\$205,710.00</b>        | <b>\$245,814.00</b>     | <b>\$244,000.00</b>     |
| 425000 OFFICE EQUIPMENT              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 425090 MAINT SERV CONTRACT           | \$20,757.35         | \$21,117.66         | \$22,520.06                | \$29,040.00             | \$25,040.00             |
| <b>425100 MAINT &amp; REPAIRS</b>    | <b>\$20,757.35</b>  | <b>\$21,117.66</b>  | <b>\$22,520.06</b>         | <b>\$29,040.00</b>      | <b>\$25,040.00</b>      |
| 429001 TUITION/TRAINING              | \$130.00            | \$375.00            | \$79.52                    | \$1,000.00              | \$800.00                |
| 429009 ADMIN/TRUSTEE FEE             | \$38.45             | \$48.78             | \$10.34                    | \$100.00                | \$100.00                |
| 429014 CONTRACTED PERSONNEL SVS.     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429015 TRAVEL                        | \$0.00              | \$11.30             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                   | \$0.00              | \$485.00            | \$305.00                   | \$800.00                | \$800.00                |
| 429090 MISC CONTRACTED SRVCS         | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>        | <b>\$168.45</b>     | <b>\$920.08</b>     | <b>\$394.86</b>            | <b>\$1,900.00</b>       | <b>\$1,700.00</b>       |
| <b>429995 SERVICES</b>               | <b>\$70,219.46</b>  | <b>\$133,044.91</b> | <b>\$231,016.72</b>        | <b>\$281,633.00</b>     | <b>\$275,640.00</b>     |
| 430002 SOFTWARE                      | \$574.20            | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430003 SUBSCRIPTIONS                 | \$590.95            | \$252.00            | \$6,132.00                 | \$6,532.00              | \$6,532.00              |
| 430008 DATA PROCESSING               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                        | \$2,726.59          | \$1,629.09          | \$475.80                   | \$2,000.00              | \$2,000.00              |
| 430099 MISC SUPPLIES AND EXP         | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>     | <b>\$3,891.74</b>   | <b>\$1,881.09</b>   | <b>\$6,607.80</b>          | <b>\$8,532.00</b>       | <b>\$8,532.00</b>       |
| 439015 OFFICE EQUIPMENT              | \$1,100.00          | \$0.00              | \$0.00                     | \$0.00                  | \$3,000.00              |
| <b>439100 MINOR CAPITAL</b>          | <b>\$1,100.00</b>   | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$3,000.00</b>       |
| <b>439995 SUPPLIES</b>               | <b>\$4,991.74</b>   | <b>\$1,881.09</b>   | <b>\$6,607.80</b>          | <b>\$8,532.00</b>       | <b>\$11,532.00</b>      |
| 453015 OFFICE EQUIPMENT              | \$15,642.70         | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>450100 CAPITAL OUTLAY</b>         | <b>\$15,642.70</b>  | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 463000 MATCHING SHARE GRANTS         | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>460100 SUBSIDIES &amp; GRANTS</b> | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>499995 OTHER</b>                  | <b>\$15,642.70</b>  | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>01010112 FINANCIAL MANAGEMENT</b> | <b>\$382,349.12</b> | <b>\$470,253.72</b> | <b>\$488,209.08</b>        | <b>\$596,167.17</b>     | <b>\$703,418.67</b>     |

# BUREAU OF COMMUNICATION

The Bureau of Communications provides information about City government to the public and to City employees. It is responsible for graphic, photo, video, audio and information services. It organizes news conferences and issues news releases and media advisories. It produces items for the web as well as television programs and commercials. The Bureau manages the government access cable television channel and station, WHBG, as well as ensures compliance with the City's Cable Television Franchise agreement. It arranges public appearances for City officials and conducts citizen outreach campaigns.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0114 Communication

| Allocation Plan         |                  |                  | Position Control               |                  |                  |                  |                  |
|-------------------------|------------------|------------------|--------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION          | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 0                | 98,000           | Community Services Coordinator | 0                | 1                | 0                | 50,000           |
| Fringe Benefits         | 0                | 7,497            | Production Tech Mgr (WHBG)     | 0                | 1                | 0                | 48,000           |
| TOTAL                   | 0                | 105,497          | Total Management               | 0                | 2                | 0                | 98,000           |
| SERVICES                |                  |                  | FICA                           |                  |                  | 0                | 7,497            |
| Communications          | 0                | 1,449            | Total Fringe Benefits          |                  |                  | 0                | 7,497            |
| Professional Services   | 0                | 0                |                                |                  |                  |                  |                  |
| Utilities               | 0                | 0                | TOTAL                          | 0                | 2                | 0                | 105,497          |
| Insurance               | 0                | 0                |                                |                  |                  |                  |                  |
| Rentals                 | 0                | 0                |                                |                  |                  |                  |                  |
| Maintenance & Repairs   | 0                | 400              |                                |                  |                  |                  |                  |
| Contracted Services     | 0                | 10,000           |                                |                  |                  |                  |                  |
| TOTAL                   | 0                | 11,849           |                                |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                                |                  |                  |                  |                  |
| Supplies                | 0                | 5,305            |                                |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 2,000            |                                |                  |                  |                  |                  |
| TOTAL                   | 0                | 7,305            |                                |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                                |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 0                | 124,651          |                                |                  |                  |                  |                  |

**BUREAU OF COMMUNICATION**

Bureau of Communication - 0114

| <u>EMPLOYEE</u>   | <u>POSITION</u>                | <u>ANNIV</u>  |           | <u>2014</u> |             | <u>2015</u>      |                   | <u>2015</u>     |               | <u>2015</u>  |               | <u>2015</u>     |               | <u>FICA</u>     | <u>FRINGE</u> | <u>TOTAL</u>      |
|---|--------------------------------|---------------|-----------|-------------|-------------|------------------|-------------------|-----------------|---------------|--------------|---------------|-----------------|---------------|-----------------|---------------|-------------------|
|   |                                | <u>D.O.B.</u> | <u>11</u> | <u>2014</u> | <u>2012</u> | <u>END OF YR</u> | <u>GRADE/STEP</u> | <u>INCREASE</u> | <u>ANNUAL</u> | <u>LONG.</u> | <u>SALARY</u> | <u>LUMP SUM</u> | <u>SALARY</u> |                 |               |                   |
|   | COMMUNITY SERVICES COORDINATOR | 3             | 11        | 2014        |             | \$ 50,000.00     |                   | 0.00            | 0.00          | 0.00         | 50,000.00     | 0.00            | 50,000.00     | 3,825.00        | 0.00          | 53,825.00         |
|   | PRODUCTION TECH MGR (WHBG)     | 10            | 23        | 2012        |             | \$ 48,000.00     |                   | 0.00            | 0.00          | 0.00         | 48,000.00     | 0.00            | 48,000.00     | 3,672.00        | 0.00          | 51,672.00         |
| 2.00  | MANAGEMENT TOTALS              |               |           |             |             | 98,000.00        | 0.00              | 0.00            | 0.00          | 0.00         | 98,000.00     | 0.00            | 98,000.00     | 7,497.00        | 0.00          | 105,497.00        |
| 2.00  | TOTAL                          |               |           |             |             | 98,000.00        | 0.00              | 0.00            | 0.00          | 0.00         | 98,000.00     | 0.00            | 98,000.00     | 7,497.00        | 0.00          | 105,497.00        |
| <b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b> |                                |               |           |             |             |                  |                   |                 |               |              |               |                 |               | <b>7,497.00</b> | <b>0.00</b>   | <b>105,497.00</b> |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01010114 BUREAU OF COMMUNICATION

| Account                           | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$98,000.00             |
| 415000 TEMPORARY                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$98,000.00</b>      |
| 419001 SOCIAL SECURITY            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$7,497.00              |
| 419002 MEDICAL                    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$7,497.00</b>       |
| <b>419995 PERSONNEL</b>           | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$105,497.00</b>     |
| 420010 ADVERTISING                | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$220.00                |
| 420020 PRINTING                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 420040 TELEPHONE                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,129.00              |
| 420050 POSTAGE                    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$100.00                |
| <b>420100 COMMUNICATIONS</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,449.00</b>       |
| 425000 OFFICE EQUIPMENT           | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$100.00                |
| 425090 MAINT SERV CONTRACT        | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$300.00                |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$400.00</b>         |
| 429001 TUITION/TRAINING           | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 429009 ADMIN/TRUSTEE FEE          | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 429014 CONTRACTED PERSONNEL SVS.  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 429015 TRAVEL                     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 429090 MISC CONTRACTED SRVCS      | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$10,000.00             |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$10,000.00</b>      |
| <b>429995 SERVICES</b>            | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$11,849.00</b>      |
| 430002 SOFTWARE                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430004 AUDIO-VISUAL               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,005.00              |
| 430008 DATA PROCESSING            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$300.00                |
| 430014 WEARING APPAREL            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP      | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$2,000.00              |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$5,305.00</b>       |
| 439015 OFFICE EQUIPMENT           | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$2,000.00              |
| <b>439100 MINOR CAPITAL</b>       | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$2,000.00</b>       |
| <b>439995 SUPPLIES</b>            | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$7,305.00</b>       |
| <b>01010114 COMMUNICATION</b>     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$124,651.00</b>     |

# BUREAU OF RISK MANAGEMENT

The Bureau of Risk Management is responsible for the management of risk, evaluation of risk transfer alternatives, and the acquisition of insurance coverage for City government. With the assistance of the Human Resource Generalist, this Bureau also manages the worker's compensation self-insured program, and in conjunction with the City Solicitor's Office, manages all related litigation cases.

The Bureau is charged with the monitoring of City Government services and business practices to ensure that the City of Harrisburg is in compliance with federal and state anti-discrimination laws and regulations relating to equal opportunity and affirmative action programs. This office executes and assesses the City of Harrisburg's affirmative action/equal opportunity program.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0115 Risk Management

Allocation Plan

Position Control

|                         | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION             | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
|-------------------------|------------------|------------------|-----------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               |                  |                  |                                   |                  |                  |                  |                  |
| Salaries-Mgmt           | 0                | 69,000           | Director of Risk Mgt/Affir Action | 0                | 1                | 0                | 69,000           |
| Fringe Benefits         | 0                | 5,279            |                                   |                  |                  |                  |                  |
|                         |                  |                  | Total Management                  | 0                | 1                | 0                | 69,000           |
| TOTAL                   | 0                | 74,279           |                                   |                  |                  |                  |                  |
| SERVICES                |                  |                  | FICA                              |                  |                  | 0                | 5,279            |
| Communications          | 0                | 720              | Total Fringe Benefits             |                  |                  | 0                | 5,279            |
| Professional Services   | 0                | 0                |                                   |                  |                  |                  |                  |
| Utilities               | 0                | 0                | TOTAL                             | 0                | 1                | 0                | 74,279           |
| Insurance               | 0                | 0                |                                   |                  |                  |                  |                  |
| Rentals                 | 0                | 0                |                                   |                  |                  |                  |                  |
| Maintenance & Repairs   | 0                | 0                |                                   |                  |                  |                  |                  |
| Contracted Services     | 0                | 0                |                                   |                  |                  |                  |                  |
| TOTAL                   | 0                | 720              |                                   |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                                   |                  |                  |                  |                  |
| Supplies                | 0                | 0                |                                   |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 1,500            |                                   |                  |                  |                  |                  |
| TOTAL                   | 0                | 1,500            |                                   |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                                   |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 0                | 76,499           |                                   |                  |                  |                  |                  |

**BUREAU OF RISK MANAGEMENT**

RISK MANAGEMENT - 0115

| <u>EMPLOYEE</u>   | <u>POSITION</u>                         | <u>ANNIV. /<br/>D.O.B.</u> | <u>2014<br/>END OF YR<br/>SALARY</u> | <u>2015<br/>GRADE/STEP<br/>INCREASE</u> | <u>2015<br/>ANNUAL<br/>INCREASE</u> | <u>2015<br/>LONG.<br/>SALARY</u> | <u>2015<br/>LUMP SUM</u> | <u>FICA</u>     | <u>FRINGE<br/>BENEFITS</u> | <u>TOTAL</u>     |
|---|---|----------------------------|--------------------------------------|---|-------------------------------------|----------------------------------|--------------------------|-----------------|----------------------------|------------------|
|   | DIRECTOR OF RISK MANAGEMENT/AFFIRMATIVE | 1 1                        | 69,000.00                            | 0.00                                    | 0.00                                | 69,000.00                        | 0.00                     | 5,278.50        | 0.00                       | 74,278.50        |
| 1.00  | MANAGEMENT TOTALS                       |                            | 69,000.00                            | 0.00                                    | 0.00                                | 69,000.00                        | 0.00                     | 5,278.50        | 0.00                       | 74,278.50        |
| 1.00  | TOTAL                                   |                            | 69,000.00                            | 0.00                                    | 0.00                                | 69,000.00                        | 0.00                     | 5,278.50        | 0.00                       | 74,278.50        |
| <b>TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS</b> |   |                            |                                      |   |                                     |                                  |                          |                 |                            |                  |
|   |   |                            |                                      |   |                                     | <b>69,000.00</b>                 | <b>0.00</b>              | <b>5,278.50</b> | <b>0.00</b>                | <b>74,278.50</b> |

**NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).**

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01010115 BUREAU OF RISK MANAGEMENT

| Account                          | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|----------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES          | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$69,000.00             |
| 415000 TEMPORARY                 | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>    | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$69,000.00</b>      |
| 419001 SOCIAL SECURITY           | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,278.50              |
| 419002 MEDICAL                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>    | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$5,278.50</b>       |
| <b>419995 PERSONNEL</b>          | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$74,278.50</b>      |
| 420010 ADVERTISING               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 420020 PRINTING                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 420040 TELEPHONE                 | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$720.00                |
| 420050 POSTAGE                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>420100 COMMUNI CATIONS</b>    | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$720.00</b>         |
| <b>429995 SERVICES</b>           | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$720.00</b>         |
| 430002 SOFTWARE                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430004 AUDIO-VISUAL              | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING           | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430014 WEARING APPAREL           | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 439015 OFFICE EQUIPMENT          | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,500.00              |
| <b>439100 MINOR CAPITAL</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,500.00</b>       |
| <b>439995 SUPPLIES</b>           | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,500.00</b>       |
| <b>01010115 RISK MANAGEMENT</b>  | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$76,498.50</b>      |



# BUREAU OF INFORMATION TECHNOLOGY

The Bureau of Information Technology is responsible for the administration of the City's blend of mainframe and network computer systems.

The bureau programs, controls, troubleshoots and monitors a wide array of mainframe-based systems used throughout the City's operations. Examples of these systems include the computerized billing system for property real estate taxes, mercantile taxes and licenses; billings for water, sewer, disposal and refuse charges; human resource management; Treasury accounts receivable system, insurance claims management; field reports for all service calls for police; and Codes licenses, permits, inspections and complaints.

This bureau provides and maintains the METRO police information system, established and owned by the City, which allows numerous suburban, municipal and county agencies to tie into a common police database.

This bureau also provides technical support and maintenance for the City's network of personal computers and laptops; and is responsible for the installation, maintenance, and troubleshooting of servers, routers, switches, and firewalls for the City's Local Area Network (LAN) and Wide Area Network (WAN). Responsibilities extend to troubleshooting of computer software, hardware, peripherals, and related equipment.

Daily responsibilities include: monitoring, configuring, and troubleshooting server backups and restoring systems; monitoring virus activity through a central management console; implementing LAN and local printer services; moving, adding, deleting and upgrading software.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0116 Information Technology

Allocation Plan

Position Control

|                         | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION            | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
|-------------------------|------------------|------------------|----------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               |                  |                  |                                  |                  |                  |                  |                  |
| Salaries-Mgmt           | 444,092          | 367,458          | Director of IT                   | 1                | 1                | 77,653           | 77,653           |
| Salaries-BU             | 47,088           | 47,521           | Network Administrator            | 1                | 1                | 65,000           | 65,000           |
| Fringe Benefits         | (162,424)        | 31,746           | IBM/Mainframe Data Administrator | 1                | 0                | 67,475           | 0                |
|                         |                  |                  | SR. IDMS Programmer              | 0                | 1                | 0                | 60,000           |
| TOTAL                   | 328,756          | 446,725          | Lead Programmer                  | 1                | 0                | 71,068           | 0                |
|                         |                  |                  | IDMS DBA/System/Lead Prgm        | 0                | 1                | 0                | 70,000           |
| SERVICES                |                  |                  | System Programmer                | 1                | 0                | 68,007           | 0                |
| Communications          | 8,475            | 8,535            | Help Desk/PC Specialist          | 1                | 1                | 44,805           | 44,805           |
| Professional Services   | 33,500           | 33,000           | Programmer III                   | 1                | 0                | 50,084           | 0                |
| Utilities               | 0                | 0                | IDMS Programmer                  | 0                | 1                | 0                | 50,000           |
| Insurance               | 0                | 0                | Total Management                 | 7                | 6                | 444,092          | 367,458          |
| Rentals                 | 0                | 0                |                                  |                  |                  |                  |                  |
| Maintenance & Repairs   | 250,405          | 185,465          | Computer Operator III            | 1                | 1                | 47,088           | 47,521           |
| Contracted Services     | 7,000            | 12,700           | Total Bargaining Unit            | 1                | 1                | 47,088           | 47,521           |
| TOTAL                   | 299,380          | 239,700          |                                  |                  |                  |                  |                  |
| SUPPLIES                |                  |                  | FICA                             |                  |                  | 37,576           | 31,746           |
| Supplies                | 110,261          | 123,915          | Concessions                      |                  |                  | (200,000)        | 0                |
| Minor Capital Equipment | 20,000           | 4,500            | Total Fringe Benefits            |                  |                  | (162,424)        | 31,746           |
| TOTAL                   | 130,261          | 128,415          | TOTAL                            | 8                | 7                | 328,756          | 446,725          |
| OTHER                   | 83,505           | 93,000           |                                  |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 841,902          | 907,840          |                                  |                  |                  |                  |                  |

**INFORMATION TECHNOLOGY**

INFORMATION TECHNOLOGY 0116

| EMPLOYEE | POSITION   | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|----------|--|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|          | DIRECTOR - BUREAU OF INFORMATION TECHNOLOGY                  | 11 16              | 1992 \$                     |                                | 0.00                       | 0.00          | 77,653.00      | 0.00             | 5,940.45  | 0.00               | 83,593.45  |
|          | SR. IDMS PROGRAMMER  | 8 13               | 2003 \$                     |                                | 0.00                       | 0.00          | 60,000.00      | 0.00             | 4,590.00  | 0.00               | 64,590.00  |
|          | NETWORK ADMINISTRATOR  | 1 1                | 2015 \$                     |                                | 0.00                       | 0.00          | 65,000.00      | 0.00             | 4,972.50  | 0.00               | 69,972.50  |
|          | IDMS PROGRAMMER  | 1 1                | 2015 \$                     |                                | 0.00                       | 0.00          | 50,000.00      | 0.00             | 3,825.00  | 0.00               | 53,825.00  |
|          | IDMS DBA / SYSTEM / LEAD PROGRAMMER                          | 1 1                | 2015 \$                     |                                | 0.00                       | 0.00          | 70,000.00      | 0.00             | 5,355.00  | 0.00               | 75,355.00  |
|          | HELP DESK/PC SPECIALIST                                      | 9 8                | 2014 \$                     |                                | 8,805.00                   | 0.00          | 44,805.00      | 0.00             | 3,427.58  | 0.00               | 48,232.58  |
| 6.00     | MANAGEMENT TOTALS  |                    |                             | 8,805.00                       | 0.00                       | 0.00          | 367,458.00     | 0.00             | 28,110.54 | 0.00               | 395,568.54 |
|          | COMPUTER OPERATOR III  | 6 15               | 1992 \$                     |                                | 1,456.97                   | 461.65        | 44,708.16      | 0.00             | 3,635.35  | 0.00               | 51,156.29  |
| 1.00     | BARGAINING UNIT TOTALS                                       |                    |                             | 1,456.97                       | 461.65                     | 894.16        | 47,520.94      | 0.00             | 3,635.35  | 0.00               | 51,156.29  |
| 7.00     | TOTAL  |                    |                             | 10,261.97                      | 461.65                     | 894.16        | 414,978.94     | 0.00             | 31,745.89 | 0.00               | 446,724.83 |
| OVERTIME |  |                    |                             |                                |                            |               | 0.00           | 0.00             | 0.00      | 0.00               | 0.00       |
|          | TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                    |                             |                                |                            |               | 414,978.94     | 0.00             | 31,745.89 | 0.00               | 446,724.83 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: 01010116 BUREAU OF INFORMATION TECHNOLOGY

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$351,913.08        | \$382,954.14        | \$229,377.46               | \$491,180.00            | \$414,978.94            |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$351,913.08</b> | <b>\$382,954.14</b> | <b>\$229,377.46</b>        | <b>\$491,180.00</b>     | <b>\$414,978.94</b>     |
| 419001 SOCIAL SECURITY            | \$26,955.13         | \$29,401.38         | \$17,547.26                | \$37,576.00             | \$31,745.89             |
| 419019 CONCESSIONS & VACANCIES    | \$0.00              | \$0.00              | \$0.00                     | (\$200,000.00)          | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$26,955.13</b>  | <b>\$29,401.38</b>  | <b>\$17,547.26</b>         | <b>(\$162,424.00)</b>   | <b>\$31,745.89</b>      |
| <b>419995 PERSONNEL</b>           | <b>\$378,868.21</b> | <b>\$412,355.52</b> | <b>\$246,924.72</b>        | <b>\$328,756.00</b>     | <b>\$446,724.83</b>     |
| 420010 ADVERTISING                | \$692.00            | \$0.00              | \$140.97                   | \$1,500.00              | \$1,800.00              |
| 420040 TELEPHONE                  | \$833.08            | \$756.14            | \$669.17                   | \$1,000.00              | \$1,660.00              |
| 420041 E-MAIL/INTERNET            | \$6,364.95          | \$5,700.00          | \$4,719.22                 | \$5,900.00              | \$5,000.00              |
| 420050 POSTAGE                    | \$6.88              | \$34.82             | \$2.32                     | \$75.00                 | \$75.00                 |
| <b>420100 COMMUNICATIONS</b>      | <b>\$7,896.91</b>   | <b>\$6,490.96</b>   | <b>\$5,531.68</b>          | <b>\$8,475.00</b>       | <b>\$8,535.00</b>       |
| 421030 CONSULTING                 | \$13,490.00         | \$27,875.06         | \$33,112.09                | \$33,500.00             | \$33,000.00             |
| <b>421100 PROFESSIONAL SRVC</b>   | <b>\$13,490.00</b>  | <b>\$27,875.06</b>  | <b>\$33,112.09</b>         | <b>\$33,500.00</b>      | <b>\$33,000.00</b>      |
| 425030 BUILDING MAINT             | \$0.00              | \$0.00              | \$0.00                     | \$1,000.00              | \$1,000.00              |
| 425080 SERVICE CONTRACTS          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 425090 MAINT SERV CONTRACT        | \$67,637.46         | \$62,597.99         | \$198,998.30               | \$245,904.91            | \$179,465.19            |
| 425099 OTHER CONT MAINT           | \$0.00              | \$0.00              | \$0.00                     | \$3,500.00              | \$5,000.00              |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$67,637.46</b>  | <b>\$62,597.99</b>  | <b>\$198,998.30</b>        | <b>\$250,404.91</b>     | <b>\$185,465.19</b>     |
| 429001 TUITION/TRAINING           | \$0.00              | \$0.00              | \$0.00                     | \$2,000.00              | \$7,000.00              |
| 429015 TRAVEL                     | \$0.00              | \$0.00              | \$0.00                     | \$1,000.00              | \$1,300.00              |
| 429017 MEMBERSHIPS                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$400.00                |
| 429070 STORAGE                    | \$3,538.00          | \$0.00              | \$0.00                     | \$4,000.00              | \$4,000.00              |
| 429090 MISC CONTRACTED SRVCS      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$3,538.00</b>   | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$7,000.00</b>       | <b>\$12,700.00</b>      |
| <b>429995 SERVICES</b>            | <b>\$92,562.37</b>  | <b>\$96,964.01</b>  | <b>\$237,642.07</b>        | <b>\$299,379.91</b>     | <b>\$239,700.19</b>     |
| 430001 EDUCATIONAL                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430002 SOFTWARE                   | \$15,077.36         | \$15,031.00         | \$67,587.91                | \$93,372.24             | \$102,028.84            |
| 430003 SUBSCRIPTIONS              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING            | \$9,925.30          | \$1,478.07          | \$6,117.77                 | \$14,003.00             | \$10,000.00             |
| 430009 OFFICE                     | \$0.00              | \$124.15            | \$0.00                     | \$886.00                | \$886.00                |
| 430015 WEB SERVICES               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$10,000.00             |
| 430051 TIRES & BATTERIES          | \$0.00              | \$0.00              | \$0.00                     | \$2,000.00              | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$1,000.00              |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$25,002.66</b>  | <b>\$16,633.22</b>  | <b>\$73,705.68</b>         | <b>\$110,261.24</b>     | <b>\$123,914.84</b>     |
| 439015 OFFICE EQUIPMENT           | \$11,405.54         | \$0.00              | \$19,363.61                | \$20,000.00             | \$4,500.00              |
| <b>439100 MINOR CAPITAL</b>       | <b>\$11,405.54</b>  | <b>\$0.00</b>       | <b>\$19,363.61</b>         | <b>\$20,000.00</b>      | <b>\$4,500.00</b>       |
| <b>439995 SUPPLIES</b>            | <b>\$36,408.20</b>  | <b>\$16,633.22</b>  | <b>\$93,069.29</b>         | <b>\$130,261.24</b>     | <b>\$128,414.84</b>     |
| 453000 OPERATIONS EQUIPMENT       | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 453049 LEASE PURCHASE             | \$1,641.33          | \$0.00              | \$0.00                     | \$15,000.00             | \$35,000.00             |
| 453051 EQUIPMENT-DATA PROCESSING  | \$0.00              | \$0.00              | \$68,505.00                | \$68,505.00             | \$58,000.00             |
| <b>450100 CAPITAL OUTLAY</b>      | <b>\$1,641.33</b>   | <b>\$0.00</b>       | <b>\$68,505.00</b>         | <b>\$83,505.00</b>      | <b>\$93,000.00</b>      |
| <b>499995 OTHER</b>               | <b>\$1,641.33</b>   | <b>\$0.00</b>       | <b>\$68,505.00</b>         | <b>\$83,505.00</b>      | <b>\$93,000.00</b>      |
| <b>01010116 INFORMATION TECH.</b> | <b>\$509,480.11</b> | <b>\$525,952.75</b> | <b>\$646,141.08</b>        | <b>\$841,902.15</b>     | <b>\$907,839.86</b>     |

# BUREAU OF HUMAN RESOURCES

The Bureau of Human Resources is comprised of two primary functions: Human Resources Administration and Payroll. Human Resources oversees and administers a wide range of centralized personnel services for City Government including, but not limited to: recruitment for management positions; testing, screening, hiring and processing individuals to fill vacant bargaining-unit positions; enforces civil service rules and regulations and administers the promotional processes, where applicable, for the Harrisburg Police, Fire and Non-Uniform Civil Service Commission; unemployment compensation matters; conducts new hire orientation sessions and exit interviews; labor relations matters; benefits administration, including management of health care for active employees and retirees, pension plans, and leave benefits; worker's compensation program; and drug and alcohol testing. The Bureau assists the Business Administrator and the department directors in developing job descriptions for management and bargaining-unit positions.

Payroll is responsible for processing the City's biweekly payroll, maintaining payroll records and managing federal, state and local tax deductions as well as other mandatory payroll deductions and voluntary contributions. Staff is also responsible for ensuring all withholding reporting requirements are met. Staff works closely with all timekeepers to ensure smooth and accurate payroll processing. Staff also effectuates scheduled salary increases for bargaining-unit employees and merit pay increases based on performance evaluations for management personnel.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0117 Human Resources

| Allocation Plan         |                  |                  | Position Control               |                  |                  |                  |                  |
|-------------------------|------------------|------------------|--------------------------------|------------------|------------------|------------------|------------------|
|                         | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION          | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| PERSONNEL               |                  |                  |                                |                  |                  |                  |                  |
| Salaries-Mgmt           | 305,237          | 214,342          | Director                       | 1                | 1                | 74,000           | 60,000           |
| Fringe Benefits         | (59,649)         | 16,397           | Personnel Officer II           | 1                | 0                | 54,842           | 0                |
|                         |                  |                  | Personnel Manager              | 0                | 1                | 0                | 57,342           |
| TOTAL                   | 245,588          | 230,739          | Affirmative Action Officer     | 1                | 0                | 45,000           | 0                |
|                         |                  |                  | Benefit Coordinator            | 1                | 0                | 49,500           | 0                |
| SERVICES                |                  |                  | Benefit Admin/ADA Cmpl Officer | 0                | 1                | 0                | 54,000           |
|                         |                  |                  | Human Resources Generalist     | 1                | 1                | 47,895           | 43,000           |
| Communications          | 2,550            | 2,850            | Confidential Secretary         | 1                | 0                | 34,000           | 0                |
| Professional Services   | 4,969            | 5,200            |                                |                  |                  |                  |                  |
| Utilities               | 0                | 0                | Total Management               | 6                | 4                | 305,237          | 214,342          |
| Insurance               | 0                | 0                |                                |                  |                  |                  |                  |
| Rentals                 | 0                | 0                |                                |                  |                  |                  |                  |
| Maintenance & Repairs   | 0                | 1,045            | FICA                           |                  |                  | 23,351           | 16,397           |
| Contracted Services     | 37,655           | 38,155           | Concessions                    |                  |                  | (83,000)         | 0                |
|                         |                  |                  |                                |                  |                  |                  |                  |
| TOTAL                   | 45,174           | 47,250           | Total Fringe Benefits          |                  |                  | (59,649)         | 16,397           |
|                         |                  |                  |                                |                  |                  |                  |                  |
| SUPPLIES                |                  |                  | TOTAL                          | 6                | 4                | 245,588          | 230,739          |
|                         |                  |                  |                                |                  |                  |                  |                  |
| Supplies                | 1,325            | 2,400            |                                |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                                |                  |                  |                  |                  |
|                         |                  |                  |                                |                  |                  |                  |                  |
| TOTAL                   | 1,325            | 2,400            |                                |                  |                  |                  |                  |
|                         |                  |                  |                                |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                                |                  |                  |                  |                  |
|                         |                  |                  |                                |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 292,087          | 280,389          |                                |                  |                  |                  |                  |

**HUMAN RESOURCES**

HUMAN RESOURCES - 0117

| EMPLOYEE  | POSITION                                  | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY    | 2015<br>LUMP SUM | FICA             | FRINGE<br>BENEFITS | TOTAL             |
|---|---|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|-------------------|------------------|------------------|--------------------|-------------------|
|   | DIRECTOR OF HUMAN RESOURCES               | 1 1                | 2015 \$ 60,000.00           | 0.00                           | 0.00                       | 0.00          | 60,000.00         | 0.00             | 4,590.00         | 0.00               | 64,590.00         |
|   | PERSONNEL MANAGER                         | 1 22               | 1990 \$ 54,841.63           | 0.00                           | 2,500.00                   | 0.00          | 57,341.63         | 0.00             | 4,386.63         | 0.00               | 61,728.26         |
|   | BENEFITS ADMINISTRATOR/ADA COMPL. OFFICER | 6 1                | 2009 \$ 49,500.00           | 0.00                           | 4,500.00                   | 0.00          | 54,000.00         | 0.00             | 4,131.00         | 0.00               | 58,131.00         |
|   | HUMAN RESOURCES GENERALIST                | 3 17               | 2014 \$ 43,000.00           | 0.00                           | 0.00                       | 0.00          | 43,000.00         | 0.00             | 3,289.50         | 0.00               | 46,289.50         |
| 4.00  | MANAGEMENT TOTALS                         |                    | 207,341.63                  | 0.00                           | 7,000.00                   | 0.00          | 214,341.63        | 0.00             | 16,397.13        | 0.00               | 230,738.76        |
| 4.00  | TOTAL                                     |                    | 207,341.63                  | 0.00                           | 7,000.00                   | 0.00          | 214,341.63        | 0.00             | 16,397.13        | 0.00               | 230,738.76        |
| <b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b> |   |                    |                             |                                |                            |               |                   |                  |                  |                    |                   |
|   |   |                    |                             |                                |                            |               | <b>214,341.63</b> | <b>0.00</b>      | <b>16,397.13</b> | <b>0.00</b>        | <b>230,738.76</b> |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0189).

## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: 01010117 BUREAU OF HUMAN RESOURCES

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$298,916.72        | \$294,591.91        | \$189,485.81               | \$305,237.00            | \$214,341.63            |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$298,916.72</b> | <b>\$294,591.91</b> | <b>\$189,485.81</b>        | <b>\$305,237.00</b>     | <b>\$214,341.63</b>     |
| 419001 SOCIAL SECURITY            | \$23,029.57         | \$23,027.20         | \$14,495.75                | \$23,351.00             | \$16,397.13             |
| 419002 MEDICAL                    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES    | \$0.00              | \$0.00              | \$0.00                     | (\$83,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$23,029.57</b>  | <b>\$23,027.20</b>  | <b>\$14,495.75</b>         | <b>(\$59,649.00)</b>    | <b>\$16,397.13</b>      |
| <b>419995 PERSONNEL</b>           | <b>\$321,946.29</b> | <b>\$317,619.11</b> | <b>\$203,981.56</b>        | <b>\$245,588.00</b>     | <b>\$230,738.76</b>     |
| 420010 ADVERTISING                | \$0.00              | \$0.00              | \$0.00                     | \$350.00                | \$350.00                |
| 420020 PRINTING                   | \$0.00              | \$115.39            | \$0.00                     | \$400.00                | \$1,000.00              |
| 420050 POSTAGE                    | \$1,374.58          | \$1,865.07          | \$619.54                   | \$1,800.00              | \$1,500.00              |
| <b>420100 COMMUNICATIONS</b>      | <b>\$1,374.58</b>   | <b>\$1,980.46</b>   | <b>\$619.54</b>            | <b>\$2,550.00</b>       | <b>\$2,850.00</b>       |
| 421010 LEGAL                      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 421050 OTHER PROFESSIONAL FEES    | \$0.00              | \$0.00              | \$0.00                     | \$500.00                | \$500.00                |
| 421051 NON-CDL DRUG/ALC/MED TEST  | \$970.00            | \$1,032.81          | \$1,000.00                 | \$1,632.00              | \$1,700.00              |
| 421052 CDL DRUG/ALC/MED TESTING   | \$2,328.00          | \$2,316.19          | \$1,500.00                 | \$1,836.50              | \$2,000.00              |
| 421053 CREDIT REPORTS             | \$561.77            | \$605.64            | \$500.00                   | \$1,000.00              | \$1,000.00              |
| 421054 CRIMINAL HIST RPTS         | \$102.90            | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 421055 CHILD ABUSE HIST CLEARANC  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>421100 PROFESSIONAL SRVC</b>   | <b>\$3,962.67</b>   | <b>\$3,954.64</b>   | <b>\$3,000.00</b>          | <b>\$4,968.50</b>       | <b>\$5,200.00</b>       |
| 425090 MAINT SERV CONTRACT        | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$1,045.50              |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,045.50</b>       |
| 429001 TUITION/TRAINING           | \$0.00              | \$403.08            | \$0.00                     | \$0.00                  | \$500.00                |
| 429009 ADMIN/TRUSTEE FEE          | \$38.17             | \$0.00              | \$79.80                    | \$119.00                | \$119.00                |
| 429014 CONTRACTED PERSONNEL SVS.  | \$34,038.58         | \$37,603.12         | \$37,176.00                | \$37,176.00             | \$37,176.00             |
| 429016 CONFERENCES                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                | \$380.00            | \$180.00            | \$0.00                     | \$360.00                | \$360.00                |
| 429090 MISC CONTRACTED SRVCS      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$34,456.75</b>  | <b>\$38,186.20</b>  | <b>\$37,255.80</b>         | <b>\$37,655.00</b>      | <b>\$38,155.00</b>      |
| <b>429995 SERVICES</b>            | <b>\$39,794.00</b>  | <b>\$44,121.30</b>  | <b>\$40,875.34</b>         | <b>\$45,173.50</b>      | <b>\$47,250.50</b>      |
| 430001 EDUCATIONAL                | \$0.00              | \$0.00              | \$0.00                     | \$220.00                | \$600.00                |
| 430002 SOFTWARE                   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$500.00                |
| 430003 SUBSCRIPTIONS              | \$151.85            | \$0.00              | \$0.00                     | \$305.00                | \$300.00                |
| 430006 PHOTOGRAPHY                | \$0.00              | \$1,217.39          | \$246.00                   | \$400.00                | \$500.00                |
| 430009 OFFICE                     | \$523.28            | \$154.90            | \$31.84                    | \$400.00                | \$500.00                |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$675.13</b>     | <b>\$1,372.29</b>   | <b>\$277.84</b>            | <b>\$1,325.00</b>       | <b>\$2,400.00</b>       |
| <b>439995 SUPPLIES</b>            | <b>\$675.13</b>     | <b>\$1,372.29</b>   | <b>\$277.84</b>            | <b>\$1,325.00</b>       | <b>\$2,400.00</b>       |
| <b>01010117 HUMAN RESOURCES</b>   | <b>\$362,415.42</b> | <b>\$363,112.70</b> | <b>\$245,134.74</b>        | <b>\$292,086.50</b>     | <b>\$280,389.26</b>     |

# BUREAU OF OPERATIONS AND REVENUE

The Bureau of Operations and Revenue provides billing and collection services for water, sewer, sewer maintenance, refuse and disposal services on behalf of the City and Capital Region Water. Within the Bureau, the Billing and Collection unit is responsible for collection activity of all delinquent utility accounts up to, and including, water termination. Should those actions fail, this unit also initiates legal action.

Also within this bureau, the Tax and Enforcement unit bills and collects mercantile, business privilege, parking, and amusement taxes as well as various license fees for the City and the Harrisburg School District. This unit also administers the dog licensing program and manages all activities associated with the City's burglar and fire alarm program. A civil collection program is in place to collect all delinquent taxes.

The Bureau also includes the Duplication Center which is responsible for the daily handling of incoming and outgoing mail, processing printing jobs for all City departments and the distribution of office supplies.

In addition, the Bureau of Operations and Revenue was also responsible for administering the City's telephone system, which was subsequently transferred to the Bureau of Information Technology in mid-2011.

The Bureau's Billing and Collection Unit was transferred as full time employees of Capital Region Water effective November 4, 2013.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0124 Operations and Revenue

| Allocation Plan         |                  |                  | Position Control                |                  |                  |                  |                  |
|-------------------------|------------------|------------------|---------------------------------|------------------|------------------|------------------|------------------|
|                         |                  |                  | JOB<br>CLASSIFICATION           |                  |                  |                  |                  |
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved |                                 | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 58,000           | 60,900           | Tax & Enforcement Administrator | 1                | 1                | 58,000           | 60,900           |
| Salaries-BU             | 116,089          | 117,227          |                                 |                  |                  |                  |                  |
| Overtime                | 1,500            | 500              | Total Management                | 1                | 1                | 58,000           | 60,900           |
| Fringe Benefits         | (15,568)         | 13,665           |                                 |                  |                  |                  |                  |
|                         |                  |                  | Revenue Generalist              | 1                | 1                | 37,936           | 38,308           |
| TOTAL                   | 160,021          | 192,292          | Administrative Assistant I      | 1                | 1                | 39,090           | 39,473           |
|                         |                  |                  | Central Support Assistant II    | 1                | 1                | 39,063           | 39,446           |
| SERVICES                |                  |                  | Total Bargaining Unit           | 3                | 3                | 116,089          | 117,227          |
| Communications          | 135,100          | 104,460          |                                 |                  |                  |                  |                  |
| Professional Services   | 5,300            | 6,000            | Overtime                        |                  |                  | 1,500            | 500              |
| Utilities               | 171,807          | 0                |                                 |                  |                  |                  |                  |
| Insurance               | 0                | 0                | FICA                            |                  |                  | 13,432           | 13,665           |
| Rentals                 | 0                | 0                | Concessions                     |                  |                  | (29,000)         | 0                |
| Maintenance & Repairs   | 81,608           | 55,000           |                                 |                  |                  |                  |                  |
| Contracted Services     | 4,790            | 991              | Total Fringe Benefits           |                  |                  | (15,568)         | 13,665           |
|                         |                  |                  |                                 |                  |                  |                  |                  |
| TOTAL                   | 398,605          | 166,451          | TOTAL                           | 4                | 4                | 160,021          | 192,292          |
| SUPPLIES                |                  |                  |                                 |                  |                  |                  |                  |
| Supplies                | 28,200           | 27,000           |                                 |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                                 |                  |                  |                  |                  |
|                         |                  |                  |                                 |                  |                  |                  |                  |
| TOTAL                   | 28,200           | 27,000           |                                 |                  |                  |                  |                  |
|                         |                  |                  |                                 |                  |                  |                  |                  |
| OTHER                   | 4,530            | 1,195            |                                 |                  |                  |                  |                  |
|                         |                  |                  |                                 |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 591,356          | 386,938          |                                 |                  |                  |                  |                  |

OPERATIONS & REVENUE

| EMPLOYEE | POSITION   | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|----------|--|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|          | TAX & ENFORCEMENT ADMINISTRATOR                              | 10 21              | 1996 \$ 58,000.00           | 2,900.00                       | 0.00                       | 0.00          | 60,900.00      | 0.00             | 4,658.85  | 0.00               | 65,558.85  |
| 1.00     | MANAGEMENT TOTALS  |                    | 58,000.00                   | 2,900.00                       | 0.00                       | 0.00          | 60,900.00      | 0.00             | 4,658.85  | 0.00               | 65,558.85  |
|          | CENTRAL SUPPORT ASSISTANT II                                 | 7 20               | 1987 \$ 38,297.49           | 0.00                           | 382.97                     | 765.95        | 39,446.41      | 0.00             | 3,017.65  | 0.00               | 42,464.07  |
|          | REVENUE GENERALIST   | 7 8                | 1991 \$ 37,191.73           | 0.00                           | 371.92                     | 743.83        | 38,307.48      | 0.00             | 2,930.52  | 0.00               | 41,238.00  |
|          | ADMINISTRATIVE ASSISTANT I                                   | 1 1                | 1993 \$ 38,323.49           | 0.00                           | 383.23                     | 766.47        | 39,473.19      | 0.00             | 3,019.70  | 0.00               | 42,492.89  |
| 3.00     | BARGAINING UNIT TOTALS                                       |                    | 113,812.71                  | 0.00                           | 1,138.13                   | 2,276.25      | 117,227.09     | 0.00             | 8,967.87  | 0.00               | 126,194.96 |
| 4.00     | TOTAL  |                    | 171,812.71                  | 2,900.00                       | 1,138.13                   | 2,276.25      | 178,127.09     | 0.00             | 13,626.72 | 0.00               | 191,753.81 |
| OVERTIME |  |                    |                             |                                |                            |               | 500.00         | 0.00             | 38.00     | 0.00               | 538.00     |
|          | TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                    |                             |                                |                            |               | 178,627.09     | 0.00             | 13,664.72 | 0.00               | 192,291.81 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).



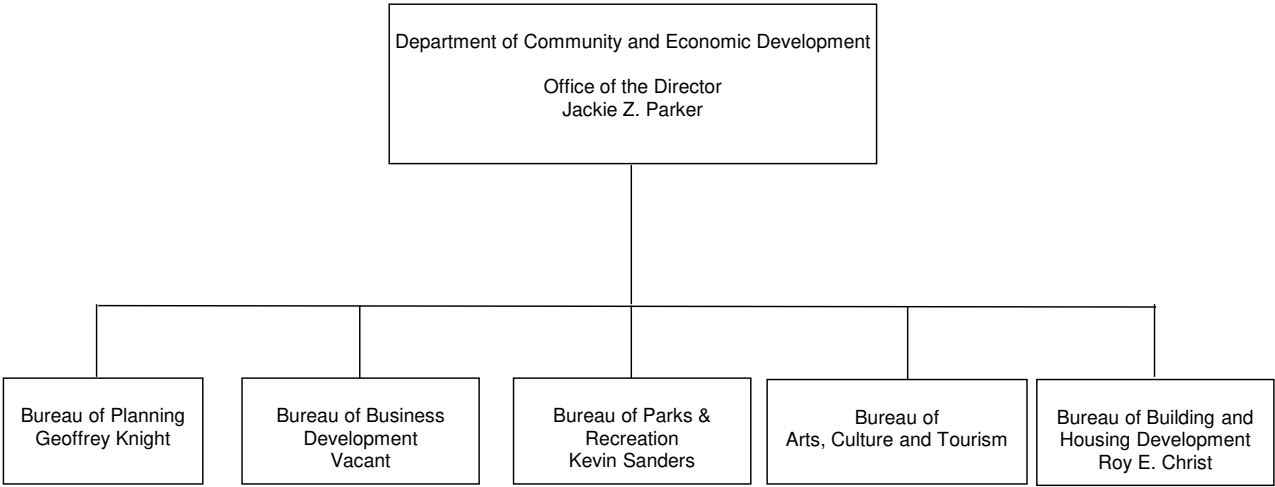
## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01010124 BUREAU OF OPERATIONS & REVENUE

| Account                                  | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES                  | \$364,114.42        | \$351,401.82        | \$121,646.44               | \$174,089.00            | \$178,127.09            |
| 416000 OVERTIME                          | \$14.67             | \$248.57            | \$307.42                   | \$1,500.00              | \$500.00                |
| <b>414100 SALARIES/ WAGES</b>            | <b>\$364,129.09</b> | <b>\$351,650.39</b> | <b>\$121,953.86</b>        | <b>\$175,589.00</b>     | <b>\$178,627.09</b>     |
| 419001 SOCIAL SECURITY                   | \$27,855.58         | \$26,932.65         | \$9,329.52                 | \$13,432.00             | \$13,664.72             |
| 419019 CONCESSIONS & VACANCIES           | \$0.00              | \$0.00              | \$0.00                     | (\$29,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>            | <b>\$27,855.58</b>  | <b>\$26,932.65</b>  | <b>\$9,329.52</b>          | <b>(\$15,568.00)</b>    | <b>\$13,664.72</b>      |
| <b>419995 PERSONNEL</b>                  | <b>\$391,984.67</b> | <b>\$378,583.04</b> | <b>\$131,283.38</b>        | <b>\$160,021.00</b>     | <b>\$192,291.81</b>     |
| 420010 ADVERTISING                       | \$686.08            | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 420020 PRINTING                          | \$3,537.00          | \$4,330.20          | \$4,371.93                 | \$4,400.00              | \$4,000.00              |
| 420040 TELEPHONE                         | \$493.02            | \$545.44            | \$378.82                   | \$700.00                | \$460.00                |
| 420050 POSTAGE                           | \$117,759.45        | \$126,962.68        | \$84,690.45                | \$130,000.00            | \$100,000.00            |
| <b>420100 COMMUNICATIONS</b>             | <b>\$122,475.55</b> | <b>\$131,838.32</b> | <b>\$89,441.20</b>         | <b>\$135,100.00</b>     | <b>\$104,460.00</b>     |
| 421040 COLLECTION(OPT & LIENS)           | \$4,489.00          | \$3,663.00          | \$0.00                     | \$4,100.00              | \$2,000.00              |
| 421080 FILING FEES                       | \$443.50            | \$871.00            | \$0.00                     | \$1,200.00              | \$4,000.00              |
| <b>421100 PROFESSIONAL SRVC</b>          | <b>\$4,932.50</b>   | <b>\$4,534.00</b>   | <b>\$0.00</b>              | <b>\$5,300.00</b>       | <b>\$6,000.00</b>       |
| 422080 SEWERAGE MAINT CHARGES            | \$0.00              | \$0.00              | \$157,104.00               | \$171,807.00            | \$0.00                  |
| <b>422100 UTILITIES &amp; SRVC</b>       | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$157,104.00</b>        | <b>\$171,807.00</b>     | <b>\$0.00</b>           |
| 425090 MAINT SERV CONTRACT               | \$63,851.48         | \$49,942.22         | \$45,181.47                | \$81,608.00             | \$55,000.00             |
| <b>425100 MAINT &amp; REPAIRS</b>        | <b>\$63,851.48</b>  | <b>\$49,942.22</b>  | <b>\$45,181.47</b>         | <b>\$81,608.00</b>      | <b>\$55,000.00</b>      |
| 429009 ADMIN/TRUSTEE FEE                 | \$38.45             | \$0.00              | \$39.90                    | \$40.00                 | \$41.10                 |
| 429016 CONFERENCES                       | \$0.00              | \$150.00            | \$250.00                   | \$700.00                | \$400.00                |
| 429017 MEMBERSHIPS                       | \$50.00             | \$50.00             | \$0.00                     | \$50.00                 | \$50.00                 |
| 429018 PERMITS                           | \$380.00            | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429090 MISC CONTRACTED SRVCS             | \$3,304.41          | \$943.27            | \$500.96                   | \$4,000.00              | \$500.00                |
| <b>429100 CONTRACTED SRVC</b>            | <b>\$3,772.86</b>   | <b>\$1,143.27</b>   | <b>\$790.86</b>            | <b>\$4,790.00</b>       | <b>\$991.10</b>         |
| <b>429995 SERVICES</b>                   | <b>\$195,032.39</b> | <b>\$187,457.81</b> | <b>\$292,517.53</b>        | <b>\$398,605.00</b>     | <b>\$166,451.10</b>     |
| 430002 SOFTWARE                          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430003 SUBSCRIPTIONS                     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430005 DUPLICATING                       | \$17,038.34         | \$19,995.40         | \$23,000.00                | \$23,000.00             | \$20,000.00             |
| 430006 PHOTOGRAPHY                       | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                            | \$6,029.23          | \$9,679.34          | \$5,151.01                 | \$5,000.00              | \$7,000.00              |
| 430014 WEARING APPAREL                   | \$0.00              | \$0.00              | \$0.00                     | \$200.00                | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP             | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>         | <b>\$23,067.57</b>  | <b>\$29,674.74</b>  | <b>\$28,151.01</b>         | <b>\$28,200.00</b>      | <b>\$27,000.00</b>      |
| <b>439995 SUPPLIES</b>                   | <b>\$23,067.57</b>  | <b>\$29,674.74</b>  | <b>\$28,151.01</b>         | <b>\$28,200.00</b>      | <b>\$27,000.00</b>      |
| 452000 BUILDINGS AND STRUCTURES          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 453000 OPERATIONS EQUIPMENT              | \$23.93             | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 453049 LEASE PURCHASE                    | \$0.00              | \$0.00              | \$4,527.92                 | \$4,530.00              | \$1,195.00              |
| <b>450100 CAPITAL OUTLAY</b>             | <b>\$23.93</b>      | <b>\$0.00</b>       | <b>\$4,527.92</b>          | <b>\$4,530.00</b>       | <b>\$1,195.00</b>       |
| 486000 PYMT OF PRIOR YR EXPEND.          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>480100 NON-EXP ITEMS</b>              | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>499995 OTHER</b>                      | <b>\$23.93</b>      | <b>\$0.00</b>       | <b>\$4,527.92</b>          | <b>\$4,530.00</b>       | <b>\$1,195.00</b>       |
| <b>01010124 OPERATIONS &amp; REVENUE</b> | <b>\$610,108.56</b> | <b>\$595,715.59</b> | <b>\$456,479.84</b>        | <b>\$591,356.00</b>     | <b>\$386,937.91</b>     |

**DEPARTMENT OF COMMUNITY AND  
ECONOMIC DEVELOPMENT**



EXPENDITURE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|   | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| <b>DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT</b> |                |                |                               |                            |                            |
| <b><u>0134 OFFICE OF THE DIRECTOR</u></b>               |                |                |                               |                            |                            |
| Personnel   | 83,367         | 82,497         | 0                             | 0                          | 26,913                     |
| Services  | 1              | 0              | 0                             | 0                          | 0                          |
| Supplies  | 0              | 0              | 0                             | 0                          | 0                          |
| Other   | 0              | 0              | 0                             | 0                          | 0                          |
| TOTALS  | 83,368         | 82,497         | 0                             | 0                          | 26,913                     |
| <b><u>0135 BUREAU OF PLANNING</u></b>                   |                |                |                               |                            |                            |
| Personnel   | 9,860          | 19,837         | 49,316                        | 62,703                     | 97,703                     |
| Services  | 35,326         | 41,094         | 33,955                        | 43,545                     | 218,545                    |
| Supplies  | 0              | 164            | 139                           | 2,300                      | 2,300                      |
| Other   | 0              | 0              | 0                             | 0                          | 0                          |
| TOTALS  | 45,186         | 61,095         | 83,410                        | 108,548                    | 318,548                    |
| <b><u>0139 BUREAU OF BUSINESS DEVELOPMENT</u></b>       |                |                |                               |                            |                            |
| Personnel   | 20,290         | 41,453         | 41,769                        | 52,415                     | 59,207                     |
| Services  | 11,364         | 3,494          | 1,249                         | 2,519                      | 0                          |
| Supplies  | 445            | 5,837          | 7,991                         | 10,920                     | 0                          |
| Other   | 0              | 0              | 0                             | 0                          | 0                          |
| TOTALS  | 32,100         | 50,784         | 51,009                        | 65,854                     | 59,207                     |
| <b><u>0180 BUREAU OF PARKS &amp; RECREATION</u></b>     |                |                |                               |                            |                            |
| Personnel   | 334,160        | 392,568        | 362,440                       | 399,202                    | 365,023                    |
| Services  | 6,158          | 4,918          | 44,152                        | 94,807                     | 53,600                     |
| Supplies  | 121            | 942            | 3,259                         | 3,265                      | 6,000                      |
| Other   | 0              | 0              | 0                             | 0                          | 0                          |
| TOTALS  | 340,439        | 398,428        | 409,851                       | 497,274                    | 424,623                    |
| <b><u>0181 BUREAU OF ARTS, CULTURE AND TOURISM</u></b>  |                |                |                               |                            |                            |
| Personnel   | 0              | 0              | 0                             | 0                          | 48,443                     |
| Services  | 0              | 0              | 0                             | 0                          | 0                          |
| Supplies  | 0              | 0              | 0                             | 0                          | 0                          |
| Other   | 0              | 0              | 0                             | 0                          | 0                          |
| TOTALS  | 0              | 0              | 0                             | 0                          | 48,443                     |

EXPENDITURE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|  | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| TOTAL DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT |                |                |                               |                            |                            |
| Personnel  | 447,677        | 536,355        | 453,525                       | 514,320                    | 597,289                    |
| Services   | 52,850         | 49,506         | 79,356                        | 140,871                    | 272,145                    |
| Supplies   | 566            | 6,943          | 11,389                        | 16,485                     | 8,300                      |
| Other  | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL EXPENDITURES                                     | <u>501,094</u> | <u>592,804</u> | <u>544,270</u>                | <u>671,676</u>             | <u>877,734</u>             |

POSITION ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|                                    | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|------------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| COMMUNITY AND ECONOMIC DEVELOPMENT |                |                |                               |                            |                            |
| Office of the Director             | 1.00           | 1.00           | 0.00                          | 0.00                       | 0.28                       |
| Planning                           | 1.00           | 0.34           | 1.65                          | 1.65                       | 1.65                       |
| Business Development               | 1.00           | 1.00           | 2.00                          | 2.00                       | 1.00                       |
| Parks & Recreation                 | 4.00           | 4.00           | 4.00                          | 4.00                       | 4.00                       |
| Arts, Culture and Tourism          | 0.00           | 0.00           | 0.00                          | 0.00                       | 1.00                       |
|                                    | <u>7.00</u>    | <u>6.34</u>    | <u>7.65</u>                   | <u>7.65</u>                | <u>7.93</u>                |
| TOTAL POSITIONS                    | 7.00           | 6.34           | 7.65                          | 7.65                       | 7.93                       |

# OFFICE OF THE DIRECTOR

The Department of Community and Economic Development works to improve neighborhoods, promote business and residential development, and expand resources available for local projects.

The Director oversees the Bureaus of Planning, Business Development, Housing (Grant Funded), Arts, Culture and Tourism and Parks & Recreation.

The Office of the Director represents the City on numerous boards for planning, transportation, housing, health, and employment. The Office conducts feasibility studies; develops specifications; conducts public bids or requests for proposals; and provides management oversight on such projects as the Market Place Townhomes, Broad Street Market and Maclay Street Apartments.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0134 Director

| Allocation Plan         |                  |                  | Position Control      |                  |                  |                  |                  |
|-------------------------|------------------|------------------|-----------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 0                | 25,000           | Director (28%)        | 0                | 0.28             | 0                | 25,000           |
| Fringe Benefits         | 0                | 1,913            |                       |                  |                  |                  |                  |
|                         |                  |                  | Total Management      | 0                | 0.28             | 0                | 25,000           |
| TOTAL                   | 0                | 26,913           |                       |                  |                  |                  |                  |
| SERVICES                |                  |                  | FICA                  |                  |                  | 0                | 1,913            |
| Communications          | 0                | 0                | Total Fringe Benefits |                  |                  | 0                | 1,913            |
| Professional Services   | 0                | 0                |                       |                  |                  |                  |                  |
| Utilities               | 0                | 0                | TOTAL                 | 0                | 0.28             | 0                | 26,913           |
| Insurance               | 0                | 0                |                       |                  |                  |                  |                  |
| Rentals                 | 0                | 0                |                       |                  |                  |                  |                  |
| Maintenance & Repairs   | 0                | 0                |                       |                  |                  |                  |                  |
| Contracted Services     | 0                | 0                |                       |                  |                  |                  |                  |
|                         |                  |                  |                       |                  |                  |                  |                  |
| TOTAL                   | 0                | 0                |                       |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                       |                  |                  |                  |                  |
| Supplies                | 0                | 0                |                       |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                       |                  |                  |                  |                  |
|                         |                  |                  |                       |                  |                  |                  |                  |
| TOTAL                   | 0                | 0                |                       |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                       |                  |                  |                  |                  |
|                         |                  |                  |                       |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 0                | 26,913           |                       |                  |                  |                  |                  |

DIRECTOR - 0134

COMMUNITY AND ECONOMIC DEVELOPMENT

| EMPLOYEE   | POSITION               | ANNIV. /<br>D.O.B. | 1 | 6 | 2014 | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG<br>SALARY | 2015<br>SALARY | 2015<br>LUMP SUM | FICA     | FRINGE<br>BENEFITS | TOTAL     |
|--|------------------------|--------------------|---|---|------|-----------------------------|--------------------------------|----------------------------|------------------------|----------------|------------------|----------|--------------------|-----------|
|  | DIRECTOR OF DCED (28%) |                    |   |   |      | 25,000.00                   | 0.00                           | 0.00                       | 0.00                   | 25,000.00      | 0.00             | 1,912.50 | 0.00               | 26,912.50 |
| 0.28   | MANAGEMENT TOTALS      |                    |   |   |      | 25,000.00                   | 0.00                           | 0.00                       | 0.00                   | 25,000.00      | 0.00             | 1,912.50 | 0.00               | 26,912.50 |
| 0.28   | TOTAL                  |                    |   |   |      | 25,000.00                   | 0.00                           | 0.00                       | 0.00                   | 25,000.00      | 0.00             | 1,912.50 | 0.00               | 26,912.50 |
| TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS |                        |                    |   |   |      |                             |                                |                            |                        |                | 0.00             | 1,912.50 | 0.00               | 26,912.50 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: 01030134 OFFICE OF DCED DIRECTOR

| Account                       | 2012 Actual        | 2013 Actual        | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-------------------------------|--------------------|--------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES       | \$77,400.00        | \$76,530.00        | \$0.00                     | \$0.00                  | \$25,000.00             |
| <b>414100 SALARIES/ WAGES</b> | <b>\$77,400.00</b> | <b>\$76,530.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$25,000.00</b>      |
| 419001 SOCIAL SECURITY        | \$5,967.00         | \$5,967.00         | \$0.00                     | \$0.00                  | \$1,912.50              |
| 419002 MEDICAL                | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b> | <b>\$5,967.00</b>  | <b>\$5,967.00</b>  | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,912.50</b>       |
| <b>419995 PERSONNEL</b>       | <b>\$83,367.00</b> | <b>\$82,497.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$26,912.50</b>      |
| 420010 ADVERTISING            | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 420050 POSTAGE                | \$1.35             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>420100 COMMUNICATIONS</b>  | <b>\$1.35</b>      | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 429009 ADMIN/ TRUSTEE FEE     | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429016 CONFERENCES            | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS            | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b> | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>429995 SERVICES</b>        | <b>\$1.35</b>      | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>01030134 DCED DIRECTOR</b> | <b>\$83,368.35</b> | <b>\$82,497.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$26,912.50</b>      |



## BUREAU OF PLANNING

The Bureau of Planning promotes development and reinvestment in the City of Harrisburg in order to preserve neighborhoods while fostering economic development. The Planning Bureau reviews development proposals to insure that new development is consistent with the City's Comprehensive Plan as well as the Zoning Code and the Subdivision and Land Development Code. The Planning Bureau provides staff support to three citizen land use boards: the Harrisburg Planning Commission, the Zoning Hearing Board, and the Harrisburg Architectural Review Board (HARB).

In addition to its core responsibilities of current and long-range planning, the Bureau is also the primary contact for Census preparation efforts as well as land development review, architectural compliance, and assistance in the preparation of maps to support planning efforts.

The Planning Bureau's most significant project is the completion of the new Zoning Code for the City of Harrisburg and completion of the Historic District Design and Preservation Guide. The Bureau is also assisting with the completion of a revised City Comprehensive Plan.

### EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0135 Planning

| Allocation Plan         |          |          | Position Control        |          |          |          |          |
|-------------------------|----------|----------|-------------------------|----------|----------|----------|----------|
|                         | 2014     | 2015     | JOB<br>CLASSIFICATION   | 2014     | 2015     | 2014     | 2015     |
| PERSONNEL               | Adjusted | Approved |                         | Adjusted | Approved | Adjusted | Approved |
| Salaries-Mgmt           | 90,760   | 90,760   | Director of Planning    | 0.65     | 0.65     | 45,760   | 45,760   |
| Fringe Benefits         | (28,057) | 6,943    | Crt Planner/Zon Officer | 1.00     | 1.00     | 45,000   | 45,000   |
| TOTAL                   | 62,703   | 97,703   | Total Management        | 1.65     | 1.65     | 90,760   | 90,760   |
| SERVICES                |          |          | FICA                    |          |          | 6,943    | 6,943    |
| Communications          | 17,000   | 17,000   | Concessions             |          |          | (35,000) | 0        |
| Professional Services   | 26,350   | 201,350  |                         |          |          |          |          |
| Utilities               | 0        | 0        | Total Fringe Benefits   |          |          | (28,057) | 6,943    |
| Insurance               | 0        | 0        |                         |          |          |          |          |
| Rentals                 | 0        | 0        | TOTAL                   | 1.65     | 1.65     | 62,703   | 97,703   |
| Maintenance & Repairs   | 0        | 0        |                         |          |          |          |          |
| Contracted Services     | 195      | 195      |                         |          |          |          |          |
| TOTAL                   | 43,545   | 218,545  |                         |          |          |          |          |
| SUPPLIES                |          |          |                         |          |          |          |          |
| Supplies                | 2,300    | 2,300    |                         |          |          |          |          |
| Minor Capital Equipment | 0        | 0        |                         |          |          |          |          |
| TOTAL                   | 2,300    | 2,300    |                         |          |          |          |          |
| OTHER                   | 0        | 0        |                         |          |          |          |          |
| TOTAL APPROPRIATION     | 108,548  | 318,548  |                         |          |          |          |          |

COMMUNITY AND ECONOMIC DEVELOPMENT

| EMPLOYEE   | POSITION                       | ANNIV. /<br>D.O.B. | 2014                |            | 2015     |        | 2015  |           | 2015<br>LUMP SUM | FICA     | FRINGE<br>BENEFITS | TOTAL     |
|--|--------------------------------|--------------------|---------------------|------------|----------|--------|-------|-----------|------------------|----------|--------------------|-----------|
|  |                                |                    | END OF YR<br>SALARY | GRADE/STEP | INCREASE | ANNUAL | LONG. | SALARY    |                  |          |                    |           |
|  | DIRECTOR OF PLANNING ( 65% )   | 12 27              | 45,760.00           |            | 0.00     | 0.00   | 0.00  | 45,760.00 | 0.00             | 3,500.64 | 0.00               | 49,260.64 |
|  | CURRENT PLANNER/ZONING OFFICER | 8 11               | 45,000.00           |            | 0.00     | 0.00   | 0.00  | 45,000.00 | 0.00             | 3,442.50 | 0.00               | 48,442.50 |
| 1.65   | MANAGEMENT TOTALS              |                    | 90,760.00           |            | 0.00     | 0.00   | 0.00  | 90,760.00 | 0.00             | 6,943.14 | 0.00               | 97,703.14 |
| 1.65   | TOTAL                          |                    | 90,760.00           |            | 0.00     | 0.00   | 0.00  | 90,760.00 | 0.00             | 6,943.14 | 0.00               | 97,703.14 |
| TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS |                                |                    |                     |            |          |        |       |           | 0.00             | 6,943.14 | 0.00               | 97,703.14 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01030135 BUREAU OF PLANNING

| Account                           | 2012 Actual        | 2013 Actual        | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|--------------------|--------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$9,158.83         | \$18,404.02        | \$45,811.18                | \$90,760.00             | \$90,760.00             |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$9,158.83</b>  | <b>\$18,404.02</b> | <b>\$45,811.18</b>         | <b>\$90,760.00</b>      | <b>\$90,760.00</b>      |
| 419001 SOCIAL SECURITY            | \$700.80           | \$1,432.80         | \$3,504.60                 | \$6,943.00              | \$6,943.14              |
| 419002 MEDICAL                    | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES    | \$0.00             | \$0.00             | \$0.00                     | (\$35,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$700.80</b>    | <b>\$1,432.80</b>  | <b>\$3,504.60</b>          | <b>(\$28,057.00)</b>    | <b>\$6,943.14</b>       |
| <b>419995 PERSONNEL</b>           | <b>\$9,859.63</b>  | <b>\$19,836.82</b> | <b>\$49,315.78</b>         | <b>\$62,703.00</b>      | <b>\$97,703.14</b>      |
| 420010 ADVERTISING                | \$10,048.22        | \$13,457.84        | \$8,240.28                 | \$14,000.00             | \$14,000.00             |
| 420020 PRINTING                   | \$0.00             | \$0.00             | \$806.68                   | \$2,500.00              | \$2,500.00              |
| 420030 PHOTOGRAPHY                | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 420050 POSTAGE                    | \$52.12            | \$260.93           | \$98.69                    | \$500.00                | \$500.00                |
| <b>420100 COMMUNICATIONS</b>      | <b>\$10,100.34</b> | <b>\$13,718.77</b> | <b>\$9,145.65</b>          | <b>\$17,000.00</b>      | <b>\$17,000.00</b>      |
| 421010 LEGAL                      | \$3,939.05         | \$24,794.83        | \$24,000.00                | \$24,000.00             | \$24,000.00             |
| 421020 AUDIT                      | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 421030 CONSULTING                 | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$175,000.00            |
| 421050 OTHER PROFESSIONAL FEES    | \$19,671.97        | \$1,200.00         | \$0.00                     | \$0.00                  | \$0.00                  |
| 421060 STENOGRAPHER               | \$1,615.00         | \$1,380.00         | \$810.00                   | \$2,350.00              | \$2,350.00              |
| <b>421100 PROFESSIONAL SRVC</b>   | <b>\$25,226.02</b> | <b>\$27,374.83</b> | <b>\$24,810.00</b>         | <b>\$26,350.00</b>      | <b>\$201,350.00</b>     |
| 425090 MAINT SERV CONTRACT        | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 429009 ADMIN/TRUSTEE FEE          | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429015 TRAVEL                     | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429016 CONFERENCES                | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                | \$0.00             | \$0.00             | \$0.00                     | \$195.00                | \$195.00                |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$195.00</b>         | <b>\$195.00</b>         |
| <b>429995 SERVICES</b>            | <b>\$35,326.36</b> | <b>\$41,093.60</b> | <b>\$33,955.65</b>         | <b>\$43,545.00</b>      | <b>\$218,545.00</b>     |
| 430001 EDUCATIONAL                | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430002 SOFTWARE                   | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430003 SUBSCRIPTIONS              | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430004 AUDIO-VISUAL               | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430006 PHOTOGRAPHY                | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING            | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                     | \$0.00             | \$164.49           | \$138.95                   | \$2,300.00              | \$2,300.00              |
| 430030 SNOW CONTROL               | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$0.00</b>      | <b>\$164.49</b>    | <b>\$138.95</b>            | <b>\$2,300.00</b>       | <b>\$2,300.00</b>       |
| 439015 OFFICE EQUIPMENT           | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 439030 VEHICULAR EQUIPMENT        | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>439100 MINOR CAPITAL</b>       | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>439995 SUPPLIES</b>            | <b>\$0.00</b>      | <b>\$164.49</b>    | <b>\$138.95</b>            | <b>\$2,300.00</b>       | <b>\$2,300.00</b>       |
| <b>01030135 PLANNING</b>          | <b>\$45,185.99</b> | <b>\$61,094.91</b> | <b>\$83,410.38</b>         | <b>\$108,548.00</b>     | <b>\$318,548.14</b>     |

BUREAU OF BUSINESS DEVELOPMENT

The Bureau of Business Development's goal is to provide safe, healthy neighborhoods, create thriving commercial corridors, increase economic vitality in underserved areas, and assist, promote and encourage job creation, industrial activity, and entrepreneurship within the City.

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0139 Business Development

| Allocation Plan         |                  |                  | Position Control                                   |                  |                  |                  |                  |
|-------------------------|------------------|------------------|--|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION                              | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 110,000          | 55,000           | Director of Business<br>Devel./LERTA Administrator | 1                | 1                | 70,000           | 55,000           |
| Fringe Benefits         | (57,585)         | 4,207            | HBN Production Technician                          | 1                | 0                | 40,000           | 0                |
| TOTAL                   | 52,415           | 59,207           | Total Management                                   | 2                | 1                | 110,000          | 55,000           |
| SERVICES                |                  |                  | FICA   |                  |                  | 8,415            | 4,207            |
| Communications          | 1,449            | 0                | Concessions  |                  |                  | (66,000)         | 0                |
| Professional Services   | 0                | 0                |  |                  |                  |                  |                  |
| Utilities               | 0                | 0                | Total Fringe Benefits                              |                  |                  | (57,585)         | 4,207            |
| Insurance               | 0                | 0                |  |                  |                  |                  |                  |
| Rentals                 | 100              | 0                | TOTAL  | 2                | 1                | 52,415           | 59,207           |
| Maintenance & Repairs   | 300              | 0                |  |                  |                  |                  |                  |
| Contracted Services     | 670              | 0                |  |                  |                  |                  |                  |
| TOTAL                   | 2,519            | 0                |  |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |  |                  |                  |                  |                  |
| Supplies                | 6,820            | 0                |  |                  |                  |                  |                  |
| Minor Capital Equipment | 4,100            | 0                |  |                  |                  |                  |                  |
| TOTAL                   | 10,920           | 0                |  |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |  |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 65,854           | 59,207           |  |                  |                  |                  |                  |

**COMMUNITY AND ECONOMIC DEVELOPMENT**

Bureau of Business Development - 0139

| <u>EMPLOYEE</u>   | <u>POSITION</u>   | <u>ANNIV</u><br><u>D.O.B.</u> | <u>2014</u><br><u>END OF YR</u><br><u>SALARY</u> | <u>2015</u><br><u>GRADE/STEP</u><br><u>INCREASE</u> | <u>2015</u><br><u>ANNUAL</u><br><u>INCREASE</u> | <u>2015</u><br><u>LONG.</u> | <u>2015</u><br><u>SALARY</u> | <u>2015</u><br><u>LUMP SUM</u> | <u>FICA</u> | <u>FRINGE</u><br><u>BENEFITS</u> | <u>TOTAL</u> |
|---|---|-------------------------------|--|---|---|-----------------------------|------------------------------|--------------------------------|-------------|----------------------------------|--------------|
|   | <b>DIRECTOR OF BUSINESS DEVELOPMENT/LERTA<br/>ADMINISTRATOR</b> | 1                             | 1  | 2015  | \$  | 55,000.00                   | 0.00                         | 0.00                           | 4,207.50    | 0.00                             | 59,207.50    |
| 1.00  | MANAGEMENT TOTALS   |                               |  |   |   | 55,000.00                   | 0.00                         | 0.00                           | 4,207.50    | 0.00                             | 59,207.50    |
| 1.00  | TOTAL   |                               |  |   |   | 55,000.00                   | 0.00                         | 0.00                           | 4,207.50    | 0.00                             | 59,207.50    |
| <b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b> |   |                               |  |   |   |                             |                              |                                |             |                                  |              |
|   |   |                               |  |   |   |                             | 55,000.00                    | 0.00                           | 4,207.50    | 0.00                             | 59,207.50    |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: 01030139 BUREAU OF BUSINESS DEVELOPMENT

| Account                              | 2012 Actual        | 2013 Actual        | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--------------------------------------|--------------------|--------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES              | \$18,830.86        | \$38,392.52        | \$38,801.05                | \$110,000.00            | \$55,000.00             |
| <b>414100 SALARIES/ WAGES</b>        | <b>\$18,830.86</b> | <b>\$38,392.52</b> | <b>\$38,801.05</b>         | <b>\$110,000.00</b>     | <b>\$55,000.00</b>      |
| 419001 SOCIAL SECURITY               | \$1,459.47         | \$3,060.20         | \$2,968.23                 | \$8,415.00              | \$4,207.50              |
| 419002 MEDICAL                       | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES       | \$0.00             | \$0.00             | \$0.00                     | (\$66,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>        | <b>\$1,459.47</b>  | <b>\$3,060.20</b>  | <b>\$2,968.23</b>          | <b>(\$57,585.00)</b>    | <b>\$4,207.50</b>       |
| <b>419995 PERSONNEL</b>              | <b>\$20,290.33</b> | <b>\$41,452.72</b> | <b>\$41,769.28</b>         | <b>\$52,415.00</b>      | <b>\$59,207.50</b>      |
| 420010 ADVERTISING                   | \$0.00             | \$0.00             | \$0.00                     | \$220.00                | \$0.00                  |
| 420020 PRINTING                      | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 420040 TELEPHONE                     | \$94.24            | \$726.12           | \$838.94                   | \$1,129.00              | \$0.00                  |
| 420050 POSTAGE                       | \$0.00             | \$0.00             | \$5.97                     | \$100.00                | \$0.00                  |
| <b>420100 COMMUNICATIONS</b>         | <b>\$94.24</b>     | <b>\$726.12</b>    | <b>\$844.91</b>            | <b>\$1,449.00</b>       | <b>\$0.00</b>           |
| 421050 OTHER PROFESSIONAL FEES       | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 421080 FILING FEES                   | \$0.00             | \$156.00           | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>421100 PROFESSIONAL SRVC</b>      | <b>\$0.00</b>      | <b>\$156.00</b>    | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 424040 REAL ESTATE                   | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 424050 OFFICE EQUIPMENT              | \$0.00             | \$0.00             | \$0.00                     | \$100.00                | \$0.00                  |
| <b>424100 RENTALS</b>                | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$100.00</b>         | <b>\$0.00</b>           |
| 425090 MAINT SERV CONTRACT           | \$0.00             | \$0.00             | \$94.59                    | \$300.00                | \$0.00                  |
| <b>425100 MAINT &amp; REPAIRS</b>    | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$94.59</b>             | <b>\$300.00</b>         | <b>\$0.00</b>           |
| 429001 TUITION/TRAINING              | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429009 ADMIN/TRUSTEE FEE             | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429014 CONTRACTED PERSONNEL SVS.     | \$11,270.00        | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 429090 MISC CONTRACTED SRVCS         | \$0.00             | \$684.00           | \$309.81                   | \$670.00                | \$0.00                  |
| 429092 MISC CONTRACTED SRVCS M-M     | \$0.00             | \$1,928.50         | \$0.00                     | \$0.00                  | \$0.00                  |
| 429095 BANK SERV CHARGES             | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>        | <b>\$11,270.00</b> | <b>\$2,612.50</b>  | <b>\$309.81</b>            | <b>\$670.00</b>         | <b>\$0.00</b>           |
| <b>429995 SERVICES</b>               | <b>\$11,364.24</b> | <b>\$3,494.62</b>  | <b>\$1,249.31</b>          | <b>\$2,519.00</b>       | <b>\$0.00</b>           |
| 430002 SOFTWARE                      | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430003 SUBSCRIPTIONS                 | \$0.00             | \$0.00             | \$227.00                   | \$520.00                | \$0.00                  |
| 430004 AUDIO-VISUAL                  | \$0.00             | \$236.50           | \$1,239.98                 | \$3,005.00              | \$0.00                  |
| 430006 PHOTOGRAPHY                   | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING               | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                        | \$0.00             | \$846.95           | \$0.00                     | \$300.00                | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP         | \$0.00             | \$4,753.25         | \$2,514.12                 | \$2,995.00              | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>     | <b>\$0.00</b>      | <b>\$5,836.70</b>  | <b>\$3,981.10</b>          | <b>\$6,820.00</b>       | <b>\$0.00</b>           |
| 439015 OFFICE EQUIPMENT              | \$0.00             | \$0.00             | \$4,009.24                 | \$4,100.00              | \$0.00                  |
| <b>439100 MINOR CAPITAL</b>          | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$4,009.24</b>          | <b>\$4,100.00</b>       | <b>\$0.00</b>           |
| <b>439995 SUPPLIES</b>               | <b>\$0.00</b>      | <b>\$5,836.70</b>  | <b>\$7,990.34</b>          | <b>\$10,920.00</b>      | <b>\$0.00</b>           |
| 453000 OPERATIONS EQUIPMENT          | \$0.00             | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| 453049 LEASE PURCHASE                | \$445.38           | \$0.00             | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>450100 CAPITAL OUTLAY</b>         | <b>\$445.38</b>    | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>499995 OTHER</b>                  | <b>\$445.38</b>    | <b>\$0.00</b>      | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>01030139 BUSINESS DEVELOPMENT</b> | <b>\$32,099.95</b> | <b>\$50,784.04</b> | <b>\$51,008.93</b>         | <b>\$65,854.00</b>      | <b>\$59,207.50</b>      |

# BUREAU OF PARKS & RECREATION

The Bureau of Parks & Recreation provides quality leisure time programming and services to individuals of all ages with an emphasis on youth. The Bureau acts as stewards of the City's recreational and horticultural resources including parks, playgrounds, green spaces, and related facilities.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0180 Parks & Recreation

| Allocation Plan         |                  |                  |                                     | Position Control |                  |                  |                  |
|-------------------------|------------------|------------------|-------------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION               | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 108,000          | 48,000           | Director of Arts, Culture & Tourism | 1                | 0                | 70,000           | 0                |
| Salaries-BU             | 79,757           | 117,083          | Director of Parks & Recreation      | 1                | 1                | 48,000           | 48,000           |
| Temporary Employees     | 169,000          | 164,000          | Reallocation                        |                  |                  | (10,000)         | 0                |
| Overtime                | 29,330           | 10,000           |                                     |                  |                  |                  |                  |
| Fringe Benefits         | 13,115           | 25,940           | Total Management                    | 2                | 1                | 108,000          | 48,000           |
| TOTAL                   | 399,202          | 365,023          | Park Ranger                         | 0                | 1                | 0                | 36,536           |
|                         |                  |                  | Parks & Rec. Secretary I            | 1                | 1                | 38,680           | 39,063           |
| SERVICES                |                  |                  | Parks and Recreation Assistant      | 1                | 1                | 41,077           | 41,484           |
| Communications          | 6,390            | 6,500            | Total Bargaining Unit               | 2                | 3                | 79,757           | 117,083          |
| Professional Services   | 0                | 0                |                                     |                  |                  |                  |                  |
| Utilities               | 0                | 0                | Temporary Employees                 |                  |                  | 169,000          | 164,000          |
| Insurance               | 0                | 0                |                                     |                  |                  |                  |                  |
| Rentals                 | 380              | 500              | Overtime                            |                  |                  | 29,330           | 10,000           |
| Maintenance & Repairs   | 63               | 1,500            | FICA                                |                  |                  | 28,115           | 25,940           |
| Contracted Services     | 87,974           | 45,100           | Concessions                         |                  |                  | (15,000)         | 0                |
| TOTAL                   | 94,807           | 53,600           | Total Fringe Benefits               |                  |                  | 13,115           | 25,940           |
| SUPPLIES                |                  |                  | TOTAL                               | 4                | 4                | 399,202          | 365,023          |
| Supplies                | 3,265            | 6,000            |                                     |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                                     |                  |                  |                  |                  |
| TOTAL                   | 3,265            | 6,000            |                                     |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |                                     |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 497,274          | 424,623          |                                     |                  |                  |                  |                  |

**COMMUNITY AND ECONOMIC DEVELOPMENT**

BUREAU OF PARKS AND RECREATION - 0180

| EMPLOYEE | POSITION   | ANNIV.<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|----------|--|------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|          | DIRECTOR OF PARKS AND RECREATION                             | 1                | 1                           | 2015                           | \$ 48,000.00               | 0.00          | 0.00           | 48,000.00        | 3,672.00  | 0.00               | 51,672.00  |
| 1.00     | MANAGEMENT TOTALS  |                  |                             |                                | 48,000.00                  | 0.00          | 0.00           | 48,000.00        | 3,672.00  | 0.00               | 51,672.00  |
|          | PARKS AND RECREATION SECRETARY I                             | 6                | 2                           | 2000                           | \$ 38,297.49               | 0.00          | 382.97         | 39,063.44        | 2,988.35  | 0.00               | 42,051.79  |
|          | PARK RANGER  | 1                | 1                           | 2015                           | \$ -                       | 0.00          | 0.00           | 36,536.19        | 2,795.02  | 0.00               | 39,331.21  |
|          | PARKS AND RECREATION ASSISTANT                               | 6                | 2                           | 2000                           | \$ 40,670.27               | 0.00          | 406.70         | 41,483.68        | 3,173.50  | 0.00               | 44,657.18  |
| 3.00     | BARGAINING UNIT TOTALS                                       |                  |                             |                                | 78,967.76                  | 0.00          | 789.68         | 117,083.31       | 8,956.87  | 0.00               | 126,040.18 |
| 4.00     | TOTAL  |                  |                             |                                | 126,967.76                 | 0.00          | 789.68         | 165,083.31       | 12,628.87 | 0.00               | 177,712.18 |
| TEMP     | EMPLOYEES  |                  |                             |                                | \$ -                       | 0.00          | 0.00           | 164,000.00       | 12,546.00 | 0.00               | 176,546.00 |
| OVERTIME |  |                  |                             |                                |                            |               |                | 10,000.00        | 765.00    | 0.00               | 10,765.00  |
|          | TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                  |                             |                                |                            |               | 339,083.31     | 0.00             | 25,939.87 | 0.00               | 365,023.18 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).



## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01080180 BUREAU OF PARKS & RECREATION

| Account                                | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES                | \$198,153.52        | \$196,727.53        | \$140,708.40               | \$187,757.00            | \$165,083.31            |
| 415000 TEMPORARY                       | \$109,828.14        | \$158,205.40        | \$168,689.00               | \$169,000.00            | \$164,000.00            |
| 416000 OVERTIME                        | \$2,354.99          | \$9,505.88          | \$27,279.18                | \$29,330.48             | \$10,000.00             |
| <b>414100 SALARIES/ WAGES</b>          | <b>\$310,336.65</b> | <b>\$364,438.81</b> | <b>\$336,676.58</b>        | <b>\$386,087.48</b>     | <b>\$339,083.31</b>     |
| 419001 SOCIAL SECURITY                 | \$23,823.05         | \$28,129.29         | \$25,763.51                | \$28,115.00             | \$25,939.87             |
| 419002 MEDICAL                         | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES         | \$0.00              | \$0.00              | \$0.00                     | (\$15,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>          | <b>\$23,823.05</b>  | <b>\$28,129.29</b>  | <b>\$25,763.51</b>         | <b>\$13,115.00</b>      | <b>\$25,939.87</b>      |
| <b>419995 PERSONNEL</b>                | <b>\$334,159.70</b> | <b>\$392,568.10</b> | <b>\$362,440.09</b>        | <b>\$399,202.48</b>     | <b>\$365,023.18</b>     |
| 420010 ADVERTISING                     | \$740.92            | \$0.00              | \$1,903.00                 | \$2,390.00              | \$2,500.00              |
| 420040 TELEPHONE                       | \$3,147.74          | \$3,184.34          | \$2,984.56                 | \$3,000.00              | \$3,000.00              |
| 420050 POSTAGE                         | \$993.85            | \$466.33            | \$414.26                   | \$1,000.00              | \$1,000.00              |
| <b>420100 COMMUNICATIONS</b>           | <b>\$4,882.51</b>   | <b>\$3,650.67</b>   | <b>\$5,301.82</b>          | <b>\$6,390.00</b>       | <b>\$6,500.00</b>       |
| 424060 OTHER RENTALS                   | \$416.96            | \$0.00              | \$0.00                     | \$380.00                | \$500.00                |
| <b>424100 RENTALS</b>                  | <b>\$416.96</b>     | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$380.00</b>         | <b>\$500.00</b>         |
| 425080 SERVICE CONTRACTS               | \$0.00              | \$296.78            | \$0.00                     | \$63.00                 | \$1,500.00              |
| <b>425100 MAINT &amp; REPAIRS</b>      | <b>\$0.00</b>       | <b>\$296.78</b>     | <b>\$0.00</b>              | <b>\$63.00</b>          | <b>\$1,500.00</b>       |
| 429009 ADMIN/TRUSTEE FEE               | \$0.00              | \$0.00              | \$120.90                   | \$162.00                | \$100.00                |
| 429014 CONTRACTED PERSONNEL SVS.       | \$859.00            | \$970.00            | \$0.00                     | \$0.00                  | \$0.00                  |
| 429090 MISC CONTRACTED SRVCS           | \$0.00              | \$0.00              | \$38,728.68                | \$87,812.00             | \$45,000.00             |
| <b>429100 CONTRACTED SRVC</b>          | <b>\$859.00</b>     | <b>\$970.00</b>     | <b>\$38,849.58</b>         | <b>\$87,974.00</b>      | <b>\$45,100.00</b>      |
| <b>429995 SERVICES</b>                 | <b>\$6,158.47</b>   | <b>\$4,917.45</b>   | <b>\$44,151.40</b>         | <b>\$94,807.00</b>      | <b>\$53,600.00</b>      |
| 430009 OFFICE                          | \$121.31            | \$942.24            | \$3,259.17                 | \$3,265.00              | \$2,000.00              |
| 430099 MISC SUPPLIES AND EXP           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$4,000.00              |
| <b>430100 SUPPLIES &amp; EXP</b>       | <b>\$121.31</b>     | <b>\$942.24</b>     | <b>\$3,259.17</b>          | <b>\$3,265.00</b>       | <b>\$6,000.00</b>       |
| <b>439995 SUPPLIES</b>                 | <b>\$121.31</b>     | <b>\$942.24</b>     | <b>\$3,259.17</b>          | <b>\$3,265.00</b>       | <b>\$6,000.00</b>       |
| <b>01080180 PARKS &amp; RECREATION</b> | <b>\$340,439.48</b> | <b>\$398,427.79</b> | <b>\$409,850.66</b>        | <b>\$497,274.48</b>     | <b>\$424,623.18</b>     |

BUREAU OF ARTS, CULTURE & TOURISM

The Bureau of Arts, Culture and Tourism aims to improve the quality of life in Harrisburg and support the economic development of the City by assisting, promoting and encouraging artists, arts & cultural organizations and events, as well as preserving the City's diverse cultural and historical heritage.

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0181 Bureau of Arts, Culture & Tourism

| Allocation Plan         |                  |                  | Position Control                       |                  |                  |                  |                  |
|-------------------------|------------------|------------------|--|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION                  | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 0                | 45,000           | Director of Arts, Culture<br>& Tourism | 0                | 1                | 0                | 45,000           |
| Fringe Benefits         | 0                | 3,443            |  |                  |                  |                  |                  |
| TOTAL                   | 0                | 48,443           | Total Management                       | 0                | 1                | 0                | 45,000           |
| SERVICES                |                  |                  | FICA                                   |                  |                  | 0                | 3,443            |
| Communications          | 0                | 0                | Total Fringe Benefits                  |                  |                  | 0                | 3,443            |
| Professional Services   | 0                | 0                |  |                  |                  |                  |                  |
| Utilities               | 0                | 0                | TOTAL                                  |                  |                  |                  |                  |
| Insurance               | 0                | 0                |  | 0                | 1                | 0                | 48,443           |
| Rentals                 | 0                | 0                |  |                  |                  |                  |                  |
| Maintenance & Repairs   | 0                | 0                |  |                  |                  |                  |                  |
| Contracted Services     | 0                | 0                |  |                  |                  |                  |                  |
| TOTAL                   | 0                | 0                |  |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |  |                  |                  |                  |                  |
| Supplies                | 0                | 0                |  |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |  |                  |                  |                  |                  |
| TOTAL                   | 0                | 0                |  |                  |                  |                  |                  |
| OTHER                   | 0                | 0                |  |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 0                | 48,443           |  |                  |                  |                  |                  |

## BUREAU OF ARTS, CULTURE AND TOURISM - 0181

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

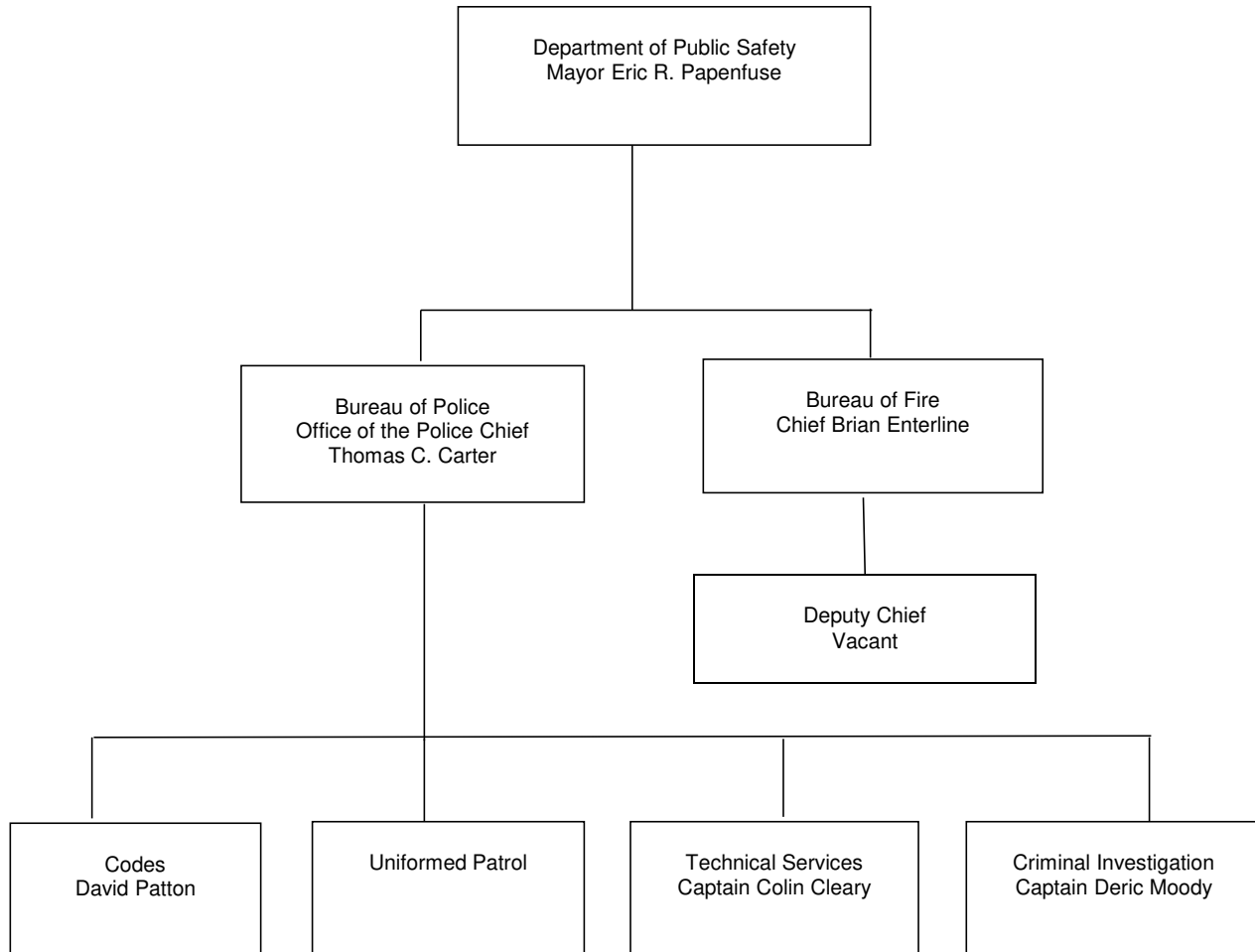
## **2015 Approved Budget**

Expenditure Line Item

**BUDGET UNIT: 01080181 BUREAU OF ACT, CULTURE & TOURISM**

| Account                                    | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES                    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$45,000.00             |
| <b>414100 SALARIES/ WAGES</b>              | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$45,000.00</b>      |
| 419001 SOCIAL SECURITY                     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,443.00              |
| 419002 MEDICAL                             | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>              | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$3,443.00</b>       |
| <b>419995 PERSONNEL</b>                    | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$48,443.00</b>      |
| <b>01080181 ACT, CULTURE &amp; TOURISM</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$48,443.00</b>      |

## DEPARTMENT OF PUBLIC SAFETY



EXPENDITURE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|                                     | 2012<br>Actual           | 2013<br>Actual           | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|-------------------------------------|--------------------------|--------------------------|-------------------------------|----------------------------|----------------------------|
| <b>PUBLIC SAFETY</b>                |                          |                          |                               |                            |                            |
| <u><b>0137 BUREAU OF CODES</b></u>  |                          |                          |                               |                            |                            |
| Personnel                           | 528,592                  | 515,553                  | 450,922                       | 531,439                    | 641,403                    |
| Services                            | 13,332                   | 15,929                   | 11,085                        | 23,950                     | 23,875                     |
| Supplies                            | 338                      | 125                      | 69                            | 1,400                      | 6,700                      |
| Other                               | 0                        | 0                        | 0                             | 0                          | 0                          |
| <b>TOTALS</b>                       | <u>542,262</u>           | <u>531,607</u>           | <u>462,076</u>                | <u>556,789</u>             | <u>671,978</u>             |
| <u><b>0142 BUREAU OF POLICE</b></u> |                          |                          |                               |                            |                            |
| Personnel                           | 15,431,382               | 15,479,077               | 11,797,938                    | 14,724,756                 | 14,475,614                 |
| Services                            | 486,722                  | 581,598                  | 666,952                       | 869,067                    | 802,256                    |
| Supplies                            | 42,750                   | 12,430                   | 45,557                        | 54,100                     | 99,100                     |
| Other                               | 15,300                   | 115,000                  | 16,807                        | 56,000                     | 427,000                    |
| <b>TOTALS</b>                       | <u>15,976,154</u>        | <u>16,188,105</u>        | <u>12,527,254</u>             | <u>15,703,923</u>          | <u>15,803,970</u>          |
| <u><b>0151 BUREAU OF FIRE</b></u>   |                          |                          |                               |                            |                            |
| Personnel                           | 7,834,416                | 7,892,842                | 6,178,224                     | 7,277,210                  | 7,078,443                  |
| Services                            | 154,257                  | 163,279                  | 219,679                       | 258,961                    | 299,140                    |
| Supplies                            | 76,946                   | 53,651                   | 116,810                       | 158,350                    | 265,650                    |
| Other                               | 0                        | 0                        | 120,628                       | 150,000                    | 90,000                     |
| <b>TOTALS</b>                       | <u>8,065,619</u>         | <u>8,109,772</u>         | <u>6,635,341</u>              | <u>7,844,521</u>           | <u>7,733,233</u>           |
| <b>TOTAL PUBLIC SAFETY</b>          |                          |                          |                               |                            |                            |
| Personnel                           | 23,794,391               | 23,887,472               | 18,427,084                    | 22,533,405                 | 22,195,460                 |
| Services                            | 654,311                  | 760,806                  | 897,716                       | 1,151,978                  | 1,125,271                  |
| Supplies                            | 120,034                  | 66,206                   | 162,436                       | 213,850                    | 371,450                    |
| Other                               | 15,300                   | 115,000                  | 137,435                       | 206,000                    | 517,000                    |
| <b>TOTAL EXPENDITURES</b>           | <u><u>24,584,036</u></u> | <u><u>24,829,484</u></u> | <u><u>19,624,671</u></u>      | <u><u>24,502,233</u></u>   | <u><u>24,209,181</u></u>   |

POSITION ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|                  | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| PUBLIC SAFETY    |                |                |                               |                            |                            |
| Bureau of Codes  | 12.00          | 13.00          | 13.00                         | 13.00                      | 13.00                      |
| Bureau of Police | 163.00         | 186.00         | 164.00                        | 164.00                     | 160.00                     |
| Bureau of Fire   | <u>71.00</u>   | <u>85.00</u>   | <u>85.00</u>                  | <u>81.00</u>               | <u>81.00</u>               |
| TOTAL POSITIONS  | 246.00         | 284.00         | 262.00                        | 258.00                     | 254.00                     |

# BUREAU OF CODES

The Bureau of Codes is responsible for the enforcement of building construction, electrical standards, plumbing, health and sanitation, and property maintenance codes for residential and commercial structures.

The Bureau processes all permits relating to building construction, electrical and plumbing work, as well as assisting with zoning compliance. The Bureau also issues licenses for electricians, plumbers, and rooming houses. The building, electrical and plumbing inspectors perform progressive inspections on new construction, rehabilitation, and alteration projects.

The Building Inspector enforces the building codes on all construction activity for new construction and rehabilitation work on all commercial and residential structures. The Codes Enforcement Officers inspect for code violations in existing structures and vacant lots, including but not limited to, high grass and weeds, sanitation, plumbing, heating, electrical, vector problems and structural violations.

The Bureau ensures compliance with federal guidelines by regulation development in floodplains. Promotion of safe flood measures and preventative actions to decrease damage are sent to property owners, lenders and insurance agents. Through the Community Rating System these steps have rewarded property owners in the Special Flood Hazard Areas a 20% savings on flood insurance premiums annually.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0137 Codes

| Allocation Plan         |                  |                  |                             | Position Control |                  |                  |                  |
|-------------------------|------------------|------------------|-----------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION       | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 162,412          | 167,412          | Codes Administrator         | 1                | 1                | 65,357           | 65,357           |
| Salaries-BU             | 424,153          | 428,411          | Asst. Codes Administrator   | 1                | 1                | 55,055           | 55,055           |
| Fringe Benefits         | (55,126)         | 45,580           | Health Officer              | 1                | 1                | 42,000           | 47,000           |
| TOTAL                   | 531,439          | 641,403          | Total Management            | 3                | 3                | 162,412          | 167,412          |
| SERVICES                |                  |                  |                             |                  |                  |                  |                  |
|                         |                  |                  | Codes Enforcement Off. IV   | 3                | 3                | 137,227          | 138,575          |
| Communications          | 12,647           | 14,100           | Codes Enforcement Off. III  | 2                | 2                | 87,681           | 88,551           |
| Professional Services   | 3,553            | 7,100            | Plumbing Inspector I        | 1                | 1                | 43,876           | 44,370           |
| Utilities               | 0                | 0                | Administrative Assistant II | 1                | 1                | 40,324           | 40,719           |
| Insurance               | 0                | 0                | Secretary I                 | 1                | 1                | 36,099           | 36,460           |
| Rentals                 | 0                | 0                | Codes Enforcement Off. I    | 2                | 2                | 78,946           | 79,736           |
| Maintenance & Repairs   | 0                | 0                |                             |                  |                  |                  |                  |
| Contracted Services     | 7,750            | 2,675            | Total Bargaining Unit       | 10               | 10               | 424,153          | 428,411          |
| TOTAL                   | 23,950           | 23,875           |                             |                  |                  |                  |                  |
| SUPPLIES                |                  |                  | FICA                        |                  |                  | 44,874           | 45,580           |
|                         |                  |                  | Concessions                 |                  |                  | (100,000)        | 0                |
| Supplies                | 1,400            | 3,200            | Total Fringe Benefits       |                  |                  | (55,126)         | 45,580           |
| Minor Capital Equipment | 0                | 3,500            |                             |                  |                  |                  |                  |
| TOTAL                   | 1,400            | 6,700            | TOTAL                       | 13               | 13               | 531,439          | 641,403          |
| OTHER                   | 0                | 0                |                             |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 556,789          | 671,978          |                             |                  |                  |                  |                  |



## PUBLIC SAFETY

| EMPLOYEE | POSITION   | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|----------|--|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|          | CODES ADMINISTRATOR                                | 7 17               | 1995 \$ 65,356.92           |                                | 0.00                       | 0.00          | 65,356.92      |                  | 5,000.00  | 0.00               | 70,356.92  |
|          | ASSISTANT CODES ADMINISTRATOR                      | 12 4               | 2000 \$ 55,055.12           |                                | 0.00                       | 0.00          | 55,055.12      |                  | 4,212.00  | 0.00               | 59,267.12  |
|          | HEALTH OFFICER                                     | 9 9                | 2013 \$ 42,000.00           | 5,000.00                       | 0.00                       | 0.00          | 47,000.00      |                  | 3,596.00  | 0.00               | 50,596.00  |
| 3.00     | MANAGEMENT TOTALS                                  |                    | 162,412.04                  | 5,000.00                       | 0.00                       | 0.00          | 167,412.04     | 0.00             | 12,808.00 | 0.00               | 180,220.04 |
|          | ADMINISTRATIVE ASSISTANT II                        | 12 11              | 1978 \$ 39,533.30           |                                | 0.00                       | 790.67        | 40,719.30      |                  | 3,115.00  | 0.00               | 43,834.30  |
|          | CODES ENFORCEMENT OFFICER III                      | 3 19               | 2007 \$ 43,513.96           |                                | 0.00                       | 217.57        | 44,166.67      |                  | 3,379.00  | 0.00               | 47,545.67  |
|          | CODES ENFORCEMENT OFFICER III                      | 2 16               | 1999 \$ 43,513.96           |                                | 0.00                       | 435.14        | 44,384.24      |                  | 3,395.00  | 0.00               | 47,779.24  |
|          | CODES ENFORCEMENT OFFICER IV                       | 8 17               | 1987 \$ 44,918.89           |                                | 0.00                       | 898.38        | 46,266.46      |                  | 3,539.00  | 0.00               | 49,805.46  |
|          | CODES ENFORCEMENT OFFICER IV                       | 8 17               | 1987 \$ 44,918.89           |                                | 0.00                       | 898.38        | 46,266.46      |                  | 3,539.00  | 0.00               | 49,805.46  |
|          | CODES ENFORCEMENT OFFICER IV                       | 6 27               | 1994 \$ 44,918.89           |                                | 0.00                       | 673.78        | 46,041.86      |                  | 3,522.00  | 0.00               | 49,563.86  |
|          | PLUMBING INSPECTOR I                               | 8 12               | 2002 \$ 42,109.02           | 1,404.94                       | 435.14                     | 421.09        | 44,370.19      |                  | 3,394.00  | 0.00               | 47,764.19  |
|          | SECRETARY I  | 6 6                | 2011 \$ 36,098.98           |                                | 0.00                       | 0.00          | 36,459.97      |                  | 2,789.00  | 0.00               | 39,248.97  |
|          | CODES ENFORCEMENT OFFICER I                        | 1 1                | 2014 \$ 39,473.19           |                                | 0.00                       | 0.00          | 39,867.92      |                  | 3,050.00  | 0.00               | 42,917.92  |
|          | CODES ENFORCEMENT OFFICER I                        | 1 1                | 2014 \$ 39,473.19           |                                | 0.00                       | 0.00          | 39,867.92      |                  | 3,050.00  | 0.00               | 42,917.92  |
| 10.00    | BARGAINING UNIT TOTALS                             |                    | 418,472.27                  | 1,404.94                       | 4,198.77                   | 4,335.00      | 428,410.99     | 0.00             | 32,772.00 | 0.00               | 461,182.99 |
| 13.00    | TOTAL  |                    | 580,884.31                  | 6,404.94                       | 4,198.77                   | 4,335.00      | 595,823.03     | 0.00             | 45,580.00 | 0.00               | 641,403.03 |
| OVERTIME |  |                    |                             |                                |                            |               | 0.00           | 0.00             | 0.00      | 0.00               | 0.00       |
|          | TOTAL SALARIES, OVERTIME, FICA AND FRINGE BENEFITS |                    |                             |                                |                            |               | 595,823.03     | 0.00             | 45,580.00 | 0.00               | 641,403.03 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01030137 BUREAU OF CODES

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES           | \$490,948.29        | \$478,283.63        | \$418,860.33               | \$586,565.00            | \$595,823.03            |
| 416000 OVERTIME                   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>     | <b>\$490,948.29</b> | <b>\$478,283.63</b> | <b>\$418,860.33</b>        | <b>\$586,565.00</b>     | <b>\$595,823.03</b>     |
| 419001 SOCIAL SECURITY            | \$37,644.03         | \$37,269.42         | \$32,061.21                | \$44,874.00             | \$45,580.00             |
| 419002 MEDICAL                    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES    | \$0.00              | \$0.00              | \$0.00                     | (\$100,000.00)          | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>     | <b>\$37,644.03</b>  | <b>\$37,269.42</b>  | <b>\$32,061.21</b>         | <b>(\$55,126.00)</b>    | <b>\$45,580.00</b>      |
| <b>419995 PERSONNEL</b>           | <b>\$528,592.32</b> | <b>\$515,553.05</b> | <b>\$450,921.54</b>        | <b>\$531,439.00</b>     | <b>\$641,403.03</b>     |
| 420010 ADVERTISING                | \$407.02            | \$1,078.60          | \$957.52                   | \$958.00                | \$3,000.00              |
| 420020 PRINTING                   | \$431.77            | \$885.00            | \$939.66                   | \$1,389.00              | \$500.00                |
| 420040 TELEPHONE                  | \$0.00              | \$95.70             | \$191.40                   | \$300.00                | \$600.00                |
| 420050 POSTAGE                    | \$11,658.41         | \$10,786.62         | \$6,516.78                 | \$10,000.00             | \$10,000.00             |
| <b>420100 COMMUNI CATIONS</b>     | <b>\$12,497.20</b>  | <b>\$12,845.92</b>  | <b>\$8,605.36</b>          | <b>\$12,647.00</b>      | <b>\$14,100.00</b>      |
| 421010 LEGAL                      | (\$4,708.96)        | \$493.90            | \$315.00                   | \$3,053.00              | \$3,000.00              |
| 421015 MEDICAL LAB SERV           | \$0.00              | \$0.00              | \$0.00                     | \$500.00                | \$500.00                |
| 421016 MEDICAL/ PSYCHOLOGICAL EXA | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$3,600.00              |
| 421060 STENOGRAPHER               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>421100 PROFESSIONAL SRVC</b>   | <b>(\$4,708.96)</b> | <b>\$493.90</b>     | <b>\$315.00</b>            | <b>\$3,553.00</b>       | <b>\$7,100.00</b>       |
| 425090 MAINT SERV CONTRACT        | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 429001 TUITION/TRAINING           | \$875.00            | \$2,550.00          | \$2,125.00                 | \$2,500.00              | \$2,500.00              |
| 429009 ADMIN/TRUSTEE FEE          | \$48.20             | \$38.74             | \$39.90                    | \$50.00                 | \$50.00                 |
| 429015 TRAVEL                     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$125.00                |
| 429018 PERMITS                    | \$4,620.00          | \$0.00              | \$0.00                     | \$5,200.00              | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$5,543.20</b>   | <b>\$2,588.74</b>   | <b>\$2,164.90</b>          | <b>\$7,750.00</b>       | <b>\$2,675.00</b>       |
| <b>429995 SERVI CES</b>           | <b>\$13,331.44</b>  | <b>\$15,928.56</b>  | <b>\$11,085.26</b>         | <b>\$23,950.00</b>      | <b>\$23,875.00</b>      |
| 430001 EDUCATIONAL                | \$292.00            | \$0.00              | \$0.00                     | \$0.00                  | \$700.00                |
| 430002 SOFTWARE                   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430003 SUBSCRIPTIONS              | \$0.00              | \$125.00            | \$0.00                     | \$100.00                | \$0.00                  |
| 430006 PHOTOGRAPHY                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                     | \$0.00              | \$0.00              | \$0.00                     | \$300.00                | \$500.00                |
| 430033 STREET SIGN                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430035 VECTOR CONTROL             | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430042 TOOLS & HARDWARE           | \$45.90             | \$0.00              | \$69.55                    | \$1,000.00              | \$2,000.00              |
| 430099 MISC SUPPLIES AND EXP      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$337.90</b>     | <b>\$125.00</b>     | <b>\$69.55</b>             | <b>\$1,400.00</b>       | <b>\$3,200.00</b>       |
| 439015 OFFICE EQUIPMENT           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$3,500.00              |
| <b>439100 MINOR CAPITAL</b>       | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$3,500.00</b>       |
| <b>439995 SUPPLIES</b>            | <b>\$337.90</b>     | <b>\$125.00</b>     | <b>\$69.55</b>             | <b>\$1,400.00</b>       | <b>\$6,700.00</b>       |
| <b>01030137 CODES</b>             | <b>\$542,261.66</b> | <b>\$531,606.61</b> | <b>\$462,076.35</b>        | <b>\$556,789.00</b>     | <b>\$671,978.03</b>     |

## **BUREAU OF POLICE**

### **Office of the Police Chief**

The Commanding Officer of the Bureau is the Chief of Police. This office is responsible for the management of available resources to ensure that the Bureau's goals and objectives are achieved. The Chief's Office is responsible for the direct supervision of one Administrative Support staff, Internal Affairs Unit, Street Crimes Unit, FBI Task Force, Community Policing, and Animal Control.

The Harrisburg Bureau of Police is a PLEAC accredited agency. The Bureau attained this prestigious status in 2003 from the PA Chiefs of Police Association Accreditation Committee, and was last reaccredited in 2011.

### **Uniformed Patrol Division**

The largest Division of the Bureau is the Uniformed Patrol Division, which is commanded by the Bureau's Uniformed Patrol Commander. The Division consists of three Platoons. Also under the Division are the specialty units which include the K-9 Unit, and Housing Police Unit. These Uniformed Officers respond directed to the public's calls for service and are on the "Front Line" of Law Enforcement every day.

### **Technical Services Division**

The Technical Services Division is comprised of Units which support the Patrol and Criminal Investigative Divisions and service the community in a variety of functions. The Bureau's Training Unit, Property Management Unit, Court Liaison/Special Events Officer, Abandoned Vehicle Officer, Accreditation Officer, Police Data Technicians and Records Center Staff are assigned to the Technical Services Division.

The Parking Enforcement Unit is also part of the Technical Services Division. Parking Enforcement personnel are responsible for enforcing the parking ordinances of the City of Harrisburg and the parking statutes of the Commonwealth of Pennsylvania.

### **Criminal Investigation Division**

The Criminal Investigation Division investigates adult and juvenile crimes referred by the Uniformed Patrol Division, and law enforcement community. The Division is broken down into the Adult Offender, Juvenile Offender, Organized Crime and Vice Control, Special Operations, Forensic, Arson Unit, one Administrative Support staff and The Dauphin County Victim/Witness Assistance Program. The primary goal of this Division is to resolve crime through investigation.

BUREAU OF POLICE

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0142 Bureau of Police

| Allocation Plan             |                  |                  |                                | Position Control |                  |                  |                  |
|-----------------------------|------------------|------------------|--------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL                   | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION          | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt               | 387,067          | 327,042          | Police Chief                   | 1                | 1                | 87,492           | 94,000           |
| Salaries-BU                 | 9,978,619        | 9,641,064        | Police Captain                 | 3                | 2                | 244,575          | 170,042          |
| Salaries- Police Extra Duty | 500,000          | 575,000          | Community Policing Coordinator | 1                | 1                | 55,000           | 63,000           |
| Overtime                    | 550,000          | 550,000          |                                |                  |                  |                  |                  |
| Fringe Benefits             | 249,132          | 213,947          | Total Management               | 5                | 4                | 387,067          | 327,042          |
| Miscellaneous               | 3,059,938        | 3,168,561        |                                |                  |                  |                  |                  |
| TOTAL                       | 14,724,756       | 14,475,614       | Detective                      | 23               | 20               | 1,653,163        | 1,349,722        |
|                             |                  |                  | Forensic Investigator          | 3                | 3                | 213,893          | 215,827          |
| SERVICES                    |                  |                  | Police Officer                 | 96               | 97               | 5,974,741        | 5,782,532        |
| Communications              | 70,330           | 69,000           | Police Corporal                | 10               | 11               | 711,070          | 788,572          |
| Professional Services       | 13,770           | 15,500           | Police Lieutenant              | 4                | 4                | 321,052          | 323,895          |
| Utilities                   | 12,000           | 12,000           | Police Sergeant                | 7                | 9                | 535,087          | 688,648          |
| Insurance                   | 475,495          | 454,331          | Record Center Operator I       | 1                | 0                | 38,297           | 0                |
| Rentals                     | 0                | 0                | Secretary                      | 2                | 2                | 80,110           | 80,690           |
| Maintenance & Repairs       | 29,900           | 25,300           | Police Data Technician I       | 2                | 1                | 81,478           | 42,775           |
| Contracted Services         | 267,572          | 226,125          | Police Data Technician II      | 3                | 3                | 128,190          | 129,238          |
| TOTAL                       | 869,067          | 802,256          | Parking Enforcement Office I   | 2                | 1                | 73,761           | 37,949           |
|                             |                  |                  | Parking Enforcement Office II  | 3                | 1                | 113,133          | 38,332           |
| SUPPLIES                    |                  |                  | Dog Law Enforcement Officer II | 1                | 1                | 42,800           | 43,220           |
| Supplies                    | 54,100           | 63,100           | Administrative Assistant I     | 1                | 1                | 40,670           | 41,077           |
| Minor Capital Equipment     | 0                | 36,000           | Atrium Receptionist            | 1                | 1                | 36,174           | 37,587           |
| TOTAL                       | 54,100           | 99,100           | Animal Officer                 | 0                | 1                | 0                | 41,000           |
|                             |                  |                  | Reallocation                   |                  |                  | (65,000)         | 0                |
| OTHER                       | 56,000           | 427,000          | Total Bargaining Unit          | 159              | 156              | 9,978,619        | 9,641,064        |
| TOTAL APPROPRIATION         | 15,703,923       | 15,803,970       | Police Extra Duty              |                  |                  | 500,000          | 575,000          |
|                             |                  |                  | Overtime                       |                  |                  | 550,000          | 550,000          |
|                             |                  |                  | FICA                           |                  |                  | 249,132          | 213,947          |
|                             |                  |                  | Total Fringe Benefits          |                  |                  | 249,132          | 213,947          |
|                             |                  |                  | Sick Leave Buy-Back            |                  |                  | 119,110          | 110,261          |
|                             |                  |                  | Severance Pay                  |                  |                  | 241,250          | 120,000          |
|                             |                  |                  | Uniform Allowance              |                  |                  | 221,508          | 145,000          |
|                             |                  |                  | College Credits                |                  |                  | 10,000           | 10,000           |
|                             |                  |                  | Loss Time & Med                |                  |                  | 1,134,000        | 300,000          |
|                             |                  |                  | Police Pension Plan            |                  |                  | 2,431,070        | 2,482,000        |
|                             |                  |                  | Medicare Part B                |                  |                  | 2,000            | 1,300            |
|                             |                  |                  | Concessions                    |                  |                  | (1,099,000)      | 0                |
|                             |                  |                  | Total Miscellaneous            |                  |                  | 3,059,938        | 3,168,561        |
|                             |                  |                  | TOTAL                          | 164              | 160              | 14,724,756       | 14,475,614       |



## PUBLIC SAFETY

1.00% FOP  
0.00% Manage

| EMPLOYEE | POSITION       | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA     | FRINGE<br>BENEFITS | TOTAL     |
|----------|----------------|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|----------|--------------------|-----------|
|          | POLICE OFFICER | 5                  | 1978 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 0.00     | 0.00               | 69,948.06 |
|          | POLICE OFFICER | 7                  | 1988 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 8                  | 1990 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 46,632.04      | 0.00             | 676.16   | 0.00               | 47,308.21 |
|          | POLICE OFFICER | 8                  | 1990 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 8                  | 1990 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 8                  | 1990 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 1991 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 1991 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 1991 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 1                  | 10                          | 1992 \$ 61,357.95              | 0.00                       | 613.58        | 7,976.53       | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 1992 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 1993 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 1993 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 1                  | 14                          | 1994 \$ 61,357.95              | 0.00                       | 613.58        | 7,976.53       | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 18                          | 1995 \$ 61,357.95              | 0.00                       | 613.58        | 7,976.53       | 29,145.03        | 422.60   | 0.00               | 29,567.63 |
|          | POLICE OFFICER | 5                  | 1996 \$ 61,357.95           | 0.00                           | 613.58                     | 7,976.53      | 69,948.06      | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 9                  | 15                          | 1997 \$ 61,357.95              | 0.00                       | 613.58        | 7,976.53       | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 9                  | 15                          | 1997 \$ 61,357.95              | 0.00                       | 613.58        | 7,976.53       | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 9                  | 15                          | 1997 \$ 61,357.95              | 0.00                       | 613.58        | 7,976.53       | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 9                  | 14                          | 1998 \$ 61,357.95              | 0.00                       | 613.58        | 7,976.53       | 0.00             | 1,014.25 | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 17                          | 1999 \$ 61,357.95              | 0.00                       | 613.58        | 7,976.53       | 69,948.06        | 0.00     | 0.00               | 70,962.31 |
|          | POLICE OFFICER | 5                  | 17                          | 1999 \$ 61,357.95              | 0.00                       | 613.58        | 7,362.95       | 69,334.48        | 1,005.35 | 0.00               | 70,339.83 |
|          | POLICE OFFICER | 5                  | 15                          | 2000 \$ 61,357.95              | 0.00                       | 613.58        | 6,749.37       | 68,720.90        | 986.45   | 0.00               | 69,717.36 |
|          | POLICE OFFICER | 1                  | 8                           | 2001 \$ 61,357.95              | 0.00                       | 613.58        | 6,135.80       | 68,107.33        | 987.56   | 0.00               | 69,094.88 |
|          | POLICE OFFICER | 1                  | 8                           | 2001 \$ 61,357.95              | 0.00                       | 613.58        | 6,135.80       | 68,107.33        | 987.56   | 0.00               | 69,094.88 |
|          | POLICE OFFICER | 1                  | 8                           | 2001 \$ 61,357.95              | 0.00                       | 613.58        | 6,135.80       | 68,107.33        | 987.56   | 0.00               | 69,094.88 |
|          | POLICE OFFICER | 1                  | 8                           | 2001 \$ 61,357.95              | 0.00                       | 613.58        | 6,135.80       | 68,107.33        | 987.56   | 0.00               | 69,094.88 |
|          | POLICE OFFICER | 1                  | 22                          | 2002 \$ 61,357.95              | 0.00                       | 613.58        | 5,522.22       | 67,493.75        | 978.66   | 0.00               | 68,472.41 |
|          | POLICE OFFICER | 1                  | 22                          | 2002 \$ 61,357.95              | 0.00                       | 613.58        | 5,522.22       | 67,493.75        | 978.66   | 0.00               | 68,472.41 |
|          | POLICE OFFICER | 1                  | 22                          | 2002 \$ 61,357.95              | 0.00                       | 613.58        | 5,522.22       | 67,493.75        | 978.66   | 0.00               | 68,472.41 |
|          | POLICE OFFICER | 7                  | 8                           | 2002 \$ 61,357.95              | 0.00                       | 613.58        | 5,522.22       | 67,493.75        | 978.66   | 0.00               | 68,472.41 |
|          | POLICE OFFICER | 7                  | 8                           | 2002 \$ 61,357.95              | 0.00                       | 613.58        | 5,522.22       | 67,493.75        | 978.66   | 0.00               | 68,472.41 |
|          | POLICE OFFICER | 7                  | 6                           | 2004 \$ 61,357.95              | 0.00                       | 613.58        | 4,295.06       | 66,266.59        | 960.87   | 0.00               | 67,227.45 |
|          | POLICE OFFICER | 7                  | 6                           | 2004 \$ 61,357.95              | 0.00                       | 613.58        | 4,295.06       | 66,266.59        | 960.87   | 0.00               | 67,227.45 |
|          | POLICE OFFICER | 7                  | 5                           | 2005 \$ 61,357.95              | 0.00                       | 613.58        | 3,681.48       | 65,653.01        | 951.97   | 0.00               | 66,604.98 |
|          | POLICE OFFICER | 7                  | 5                           | 2005 \$ 61,357.95              | 0.00                       | 613.58        | 3,681.48       | 65,653.01        | 951.97   | 0.00               | 66,604.98 |
|          | POLICE OFFICER | 7                  | 5                           | 2005 \$ 61,357.95              | 0.00                       | 613.58        | 3,681.48       | 65,653.01        | 951.97   | 0.00               | 66,604.98 |
|          | POLICE OFFICER | 7                  | 5                           | 2005 \$ 61,357.95              | 0.00                       | 613.58        | 3,681.48       | 65,653.01        | 951.97   | 0.00               | 66,604.98 |
|          | POLICE OFFICER | 7                  | 5                           | 2005 \$ 61,357.95              | 0.00                       | 613.58        | 3,681.48       | 65,653.01        | 951.97   | 0.00               | 66,604.98 |
|          | POLICE OFFICER | 7                  | 5                           | 2005 \$ 61,357.95              | 0.00                       | 613.58        | 3,681.48       | 65,653.01        | 951.97   | 0.00               | 66,604.98 |
|          | POLICE OFFICER | 1                  | 17                          | 2006 \$ 61,357.95              | 0.00                       | 613.58        | 3,067.90       | 65,039.43        | 943.07   | 0.00               | 65,982.50 |
|          | POLICE OFFICER | 7                  | 5                           | 2006 \$ 61,357.95              | 0.00                       | 613.58        | 3,067.90       | 65,039.43        | 943.07   | 0.00               | 65,982.50 |
|          | POLICE OFFICER | 7                  | 5                           | 2006 \$ 61,357.95              | 0.00                       | 613.58        | 3,067.90       | 65,039.43        | 943.07   | 0.00               | 65,982.50 |
|          | POLICE OFFICER | 7                  | 2                           | 2007 \$ 61,357.95              | 0.00                       | 613.58        | 2,454.32       | 64,425.85        | 934.17   | 0.00               | 65,360.02 |
|          | POLICE OFFICER | 7                  | 2                           | 2007 \$ 61,357.95              | 0.00                       | 613.58        | 2,454.32       | 64,425.85        | 934.17   | 0.00               | 65,360.02 |
|          | POLICE OFFICER | 7                  | 2                           | 2007 \$ 61,357.95              | 0.00                       | 613.58        | 2,454.32       | 64,425.85        | 934.17   | 0.00               | 65,360.02 |
|          | POLICE OFFICER | 7                  | 2                           | 2007 \$ 61,357.95              | 0.00                       | 613.58        | 2,454.32       | 64,425.85        | 934.17   | 0.00               | 65,360.02 |
|          | POLICE OFFICER | 1                  | 14                          | 2008 \$ 61,357.95              | 0.00                       | 613.58        | 1,840.74       | 63,812.27        | 925.28   | 0.00               | 64,737.55 |
|          | POLICE OFFICER | 7                  | 7                           | 2008 \$ 61,357.95              | 0.00                       | 613.58        | 1,840.74       | 63,812.27        | 925.28   | 0.00               | 64,737.55 |
|          | POLICE OFFICER | 1                  | 20                          | 2009 \$ 61,357.95              | 0.00                       | 613.58        | 1,227.16       | 63,198.69        | 916.38   | 0.00               | 64,115.07 |
|          | POLICE OFFICER | 1                  | 20                          | 2009 \$ 61,357.95              | 0.00                       | 613.58        | 1,227.16       | 63,198.69        | 916.38   | 0.00               | 64,115.07 |
|          | POLICE OFFICER | 1                  | 20                          | 2009 \$ 61,357.95              | 0.00                       | 613.58        | 1,227.16       | 63,198.69        | 916.38   | 0.00               | 64,115.07 |

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## PUBLIC SAFETY

1.00% FOP  
0.00% Manage

| EMPLOYEE   | POSITION | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA       | FRINGE<br>BENEFITS | TOTAL         |
|--|----------|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|------------|--------------------|---------------|
| 156.00 BARGAINING UNIT TOTALS                                |          |                    | 8,925,078.18                | 119,260.62                     | 88,871.43                  | 669,900.42    | 9,641,064.30   | 0.00             | 169,277.04 | 0.00               | 9,810,341.35  |
| 160.00 TOTAL   |          |                    | 9,230,620.88                | 140,759.92                     | 88,871.43                  | 669,900.42    | 9,968,106.30   | 0.00             | 194,295.76 | 0.00               | 10,162,402.06 |
| Police Extra Duty  |          |                    |                             | 0.00                           | 0.00                       | 0.00          | 575,000.00     | 0.00             | 8,337.50   | 0.00               | 583,337.50    |
| OVERTIME   |          |                    |                             |                                |                            |               | 550,000.00     | 0.00             | 7,975.00   | 0.00               | 557,975.00    |
| SICK LEAVE BUY-BACK  |          |                    |                             |                                |                            |               | 110,260.65     | 0.00             | 1,598.78   | 0.00               | 111,859.43    |
| SUBTOTAL-SALARIES/WAGES                                      |          |                    |                             |                                |                            |               | 11,203,366.95  | 0.00             | 212,207.04 | 0.00               | 11,415,573.99 |
| SEVERANCE PAY  |          |                    |                             |                                |                            |               | 120,000.00     | 0.00             | 1,740.00   | 0.00               | 121,740.00    |
| MEDICARE-PART B  |          |                    |                             |                                |                            |               | 1,300.00       | 0.00             | 0.00       | 0.00               | 1,300.00      |
| LOSS TIME & MED  |          |                    |                             |                                |                            |               | 300,000.00     | 0.00             | 0.00       | 0.00               | 300,000.00    |
| POLICE PENSION PLAN  |          |                    |                             |                                |                            |               | 2,482,000.00   | 0.00             | 0.00       | 0.00               | 2,482,000.00  |
| CLOTHING ALLOWANCE   |          |                    |                             |                                |                            |               | 145,000.00     | 0.00             | 0.00       | 0.00               | 145,000.00    |
| COLLEGE CREDITS  |          |                    |                             |                                |                            |               | 10,000.00      | 0.00             | 0.00       | 0.00               | 10,000.00     |
| TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |          |                    |                             |                                |                            |               | 14,261,666.95  | 0.00             | 213,947.04 | 0.00               | 14,475,613.99 |



## **2015 Approved Budget**

### Expenditure Line Item

**BUDGET UNIT: 01040142 BUREAU OF POLICE**

| Account                            | 2012 Actual            | 2013 Actual            | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|------------------------|------------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES            | \$11,073,729.79        | \$9,967,861.71         | \$8,166,817.70             | \$10,365,686.00         | \$9,968,106.30          |
| 414900 SALARIES/ WAGES-EXTRA DUTY  | \$483,620.01           | \$425,516.34           | \$508,866.42               | \$500,000.00            | \$575,000.00            |
| 416000 OVERTIME                    | \$376,875.06           | \$464,072.70           | \$372,792.60               | \$550,000.00            | \$550,000.00            |
| 417000 SICK LEAVE BUY-BACK         | \$0.00                 | \$13,208.09            | \$18,182.48                | \$119,110.25            | \$110,260.65            |
| 419006 MANDATORY MEDICARE          | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>      | <b>\$11,934,224.86</b> | <b>\$10,870,658.84</b> | <b>\$9,066,659.20</b>      | <b>\$11,534,796.25</b>  | <b>\$11,203,366.95</b>  |
| 419001 SOCIAL SECURITY             | \$216,978.34           | \$201,046.78           | \$159,651.06               | \$249,131.52            | \$213,947.04            |
| 419002 MEDICAL                     | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 419005 SEVERANCE PAY               | \$38,910.07            | \$468,436.49           | \$112,758.77               | \$241,250.00            | \$120,000.00            |
| 419007 MEDICARE - PART B           | \$1,938.00             | \$1,198.80             | \$1,258.80                 | \$2,000.00              | \$1,300.00              |
| 419012 LOSS TIME & MED             | \$626,473.89           | \$1,628,077.81         | \$213,282.79               | \$1,134,000.00          | \$300,000.00            |
| 419019 CONCESSIONS & VACANCIES     | \$0.00                 | \$0.00                 | \$0.00                     | (\$1,099,000.00)        | \$0.00                  |
| 419020 POLICE PENSION PLAN A       | \$2,524,733.51         | \$2,165,623.87         | \$2,034,070.00             | \$2,431,070.00          | \$2,482,000.00          |
| 419028 CLOTHING ALLOWANCE          | \$31,548.80            | \$101,134.35           | \$200,257.76               | \$221,508.00            | \$145,000.00            |
| 419029 CLOTHING MAINT ALLOWANCE    | \$47,775.00            | \$42,900.00            | \$0.00                     | \$0.00                  | \$0.00                  |
| 419049 COLLEGE CREDITS             | \$8,800.00             | \$0.00                 | \$10,000.00                | \$10,000.00             | \$10,000.00             |
| 419900 MEDICARE - EXTRA DUTY       | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>      | <b>\$3,497,157.61</b>  | <b>\$4,608,418.10</b>  | <b>\$2,731,279.18</b>      | <b>\$3,189,959.52</b>   | <b>\$3,272,247.04</b>   |
| <b>419995 PERSONNEL</b>            | <b>\$15,431,382.47</b> | <b>\$15,479,076.94</b> | <b>\$11,797,938.38</b>     | <b>\$14,724,755.77</b>  | <b>\$14,475,613.99</b>  |
| 420010 ADVERTISING                 | \$362.13               | \$652.01               | \$225.22                   | \$500.00                | \$500.00                |
| 420020 PRINTING                    | \$10,002.67            | \$8,594.94             | \$2,258.40                 | \$7,700.00              | \$7,500.00              |
| 420030 PHOTOGRAPHY                 | \$0.00                 | \$0.00                 | \$0.00                     | \$4,130.00              | \$5,000.00              |
| 420040 TELEPHONE                   | \$47,980.87            | \$42,760.96            | \$30,849.89                | \$48,000.00             | \$45,000.00             |
| 420050 POSTAGE                     | \$11,782.72            | \$14,211.48            | \$9,909.62                 | \$10,000.00             | \$11,000.00             |
| <b>420100 COMMUNICATIONS</b>       | <b>\$70,128.39</b>     | <b>\$66,219.39</b>     | <b>\$43,243.13</b>         | <b>\$70,330.00</b>      | <b>\$69,000.00</b>      |
| 421010 LEGAL                       | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 421016 MEDICAL/PSYCHOLOGICAL EXA   | \$0.00                 | \$10,595.00            | \$10,045.00                | \$10,140.00             | \$12,000.00             |
| 421030 CONSULTING                  | \$780.20               | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 421040 COLLECTION(OPT & LIENS)     | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 421050 OTHER PROFESSIONAL FEES     | \$2,800.98             | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 421060 STENOGRAPHER                | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 421070 ARBITRATION                 | \$0.00                 | \$2,510.21             | \$3,629.18                 | \$3,630.00              | \$3,500.00              |
| 421080 FILING FEES                 | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>421100 PROFESSIONAL SRVC</b>    | <b>\$3,581.18</b>      | <b>\$13,105.21</b>     | <b>\$13,674.18</b>         | <b>\$13,770.00</b>      | <b>\$15,500.00</b>      |
| 422000 SEWERAGE                    | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 422010 WATER                       | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 422020 ELECTRICITY                 | \$12,468.20            | \$9,442.53             | \$9,940.15                 | \$12,000.00             | \$12,000.00             |
| 422030 HEAT                        | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 422080 SEWERAGE MAINT CHARGES      | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>422100 UTILITIES &amp; SRVC</b> | <b>\$12,468.20</b>     | <b>\$9,442.53</b>      | <b>\$9,940.15</b>          | <b>\$12,000.00</b>      | <b>\$12,000.00</b>      |
| 423011 AUTO DEDUCT                 | \$6,784.17             | \$57,563.91            | \$105,804.91               | \$130,400.00            | \$130,400.00            |
| 423020 GENERAL LIABILITY PREM      | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 423021 GEN LIAB DEDUCT             | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |

## **2015 Approved Budget**

### Expenditure Line Item

**BUDGET UNIT: 01040142 BUREAU OF POLICE**

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 423080 POLICE PROF PREM           | \$211,314.65        | \$227,034.59        | \$271,634.30               | \$278,495.00            | \$257,331.17            |
| 423081 POLICE PROF DEDUCT         | \$49,885.82         | \$91,054.14         | \$29,342.22                | \$66,600.00             | \$66,600.00             |
| <b>423100 INSURANCE</b>           | <b>\$267,984.64</b> | <b>\$375,652.64</b> | <b>\$406,781.43</b>        | <b>\$475,495.00</b>     | <b>\$454,331.17</b>     |
| 424060 OTHER RENTALS              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>424100 RENTALS</b>             | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 425000 OFFICE EQUIPMENT           | \$0.00              | \$0.00              | \$302.43                   | \$1,500.00              | \$200.00                |
| 425010 VEHICULAR EQUIPMENT        | \$4,081.66          | \$253.30            | \$429.53                   | \$5,000.00              | \$600.00                |
| 425090 MAINT SERV CONTRACT        | \$26,571.27         | \$22,088.00         | \$21,401.50                | \$22,300.00             | \$23,000.00             |
| 425099 OTHER CONT MAINT           | \$523.62            | \$1,698.32          | \$1,093.56                 | \$1,100.00              | \$1,500.00              |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$31,176.55</b>  | <b>\$24,039.62</b>  | <b>\$23,227.02</b>         | <b>\$29,900.00</b>      | <b>\$25,300.00</b>      |
| 429001 TUITION/TRAINING           | \$13,236.50         | \$29,762.51         | \$78,738.46                | \$87,452.00             | \$87,000.00             |
| 429005 NUISANCE                   | \$0.00              | \$0.00              | \$0.00                     | \$600.00                | \$0.00                  |
| 429008 POLICE & FIRE MEAL ALLOW.  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429009 ADMIN/TRUSTEE FEE          | \$539.74            | \$690.62            | \$565.49                   | \$700.00                | \$500.00                |
| 429010 PRISONER CARE              | \$0.00              | \$46.95             | \$125.65                   | \$220.00                | \$125.00                |
| 429014 CONTRACTED PERSONNEL SVS.  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429016 CONFERENCES                | \$312.83            | \$325.00            | \$319.83                   | \$1,100.00              | \$400.00                |
| 429017 MEMBERSHIPS                | \$0.00              | \$525.00            | \$1,490.00                 | \$1,600.00              | \$1,600.00              |
| 429060 TOWING                     | \$2,775.00          | \$935.00            | \$5,030.00                 | \$5,100.00              | \$6,500.00              |
| 429090 MISC CONTRACTED SRVCS      | \$84,518.75         | \$60,854.19         | \$83,816.76                | \$170,800.00            | \$130,000.00            |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$101,382.82</b> | <b>\$93,139.27</b>  | <b>\$170,086.19</b>        | <b>\$267,572.00</b>     | <b>\$226,125.00</b>     |
| <b>429995 SERVICES</b>            | <b>\$486,721.78</b> | <b>\$581,598.66</b> | <b>\$666,952.10</b>        | <b>\$869,067.00</b>     | <b>\$802,256.17</b>     |
| 430001 EDUCATIONAL                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430002 SOFTWARE                   | \$196.99            | \$41.29             | \$0.00                     | \$1,000.00              | \$500.00                |
| 430003 SUBSCRIPTIONS              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430004 AUDIO-VISUAL               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430005 DUPLICATING                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430006 PHOTOGRAPHY                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING            | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                     | \$1,007.08          | \$3,013.98          | \$2,683.31                 | \$4,000.00              | \$4,000.00              |
| 430011 CUSTODIAL                  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430012 PERSONAL SAFETY            | \$37,017.95         | \$5,960.54          | \$41,820.09                | \$42,000.00             | \$50,000.00             |
| 430014 WEARING APPAREL            | \$1,295.35          | \$1,353.45          | \$540.46                   | \$1,600.00              | \$1,600.00              |
| 430016 MEDICAL/LAB                | \$1,950.57          | \$2,060.49          | \$347.56                   | \$5,000.00              | \$6,000.00              |
| 430034 TRAFFIC CONTROL            | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430036 BLDG CONSTRUCTION          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430037 CHEMICALS                  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430052 VEHICLE PARTS & SUPPLIES   | \$0.00              | \$0.00              | \$165.00                   | \$500.00                | \$1,000.00              |
| 430099 MISC SUPPLIES AND EXP      | \$1,281.50          | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$42,749.44</b>  | <b>\$12,429.75</b>  | <b>\$45,556.42</b>         | <b>\$54,100.00</b>      | <b>\$63,100.00</b>      |
| 439015 OFFICE EQUIPMENT           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 439030 VEHICULAR EQUIPMENT        | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$36,000.00             |

## **2015 Approved Budget**

### Expenditure Line Item

**BUDGET UNIT: 01040142 BUREAU OF POLICE**

| Account                              | 2012 Actual            | 2013 Actual            | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--------------------------------------|------------------------|------------------------|----------------------------|-------------------------|-------------------------|
| <b>439100 MINOR CAPITAL</b>          | <b>\$0.00</b>          | <b>\$0.00</b>          | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$36,000.00</b>      |
| <b>439995 SUPPLIES</b>               | <b>\$42,749.44</b>     | <b>\$12,429.75</b>     | <b>\$45,556.42</b>         | <b>\$54,100.00</b>      | <b>\$99,100.00</b>      |
| 453004 EQUIPMENT-VEHICLE             | \$0.00                 | \$100,000.00           | \$15,706.80                | \$16,000.00             | \$402,000.00            |
| 453015 OFFICE EQUIPMENT              | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 453036 EQUIPMENT-PUBLIC SAFETY       | \$0.00                 | \$0.00                 | \$1,100.00                 | \$25,000.00             | \$25,000.00             |
| <b>450100 CAPITAL OUTLAY</b>         | <b>\$0.00</b>          | <b>\$100,000.00</b>    | <b>\$16,806.80</b>         | <b>\$41,000.00</b>      | <b>\$427,000.00</b>     |
| 463000 MATCHING SHARE GRANTS         | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>460100 SUBSIDIES &amp; GRANTS</b> | <b>\$0.00</b>          | <b>\$0.00</b>          | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 481055 LIABILITY INSURANCE CLAIM     | \$5,000.00             | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 485000 REFUND PRIOR YEAR REVENUE     | \$300.00               | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 485002 FINES AND SETTLEMENTS         | \$10,000.00            | \$15,000.00            | \$0.00                     | \$15,000.00             | \$0.00                  |
| 486000 PYMT OF PRIOR YR EXPEND.      | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 490000 AUDIT EXCEPTIONS              | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>480100 NON-EXP ITEMS</b>          | <b>\$15,300.00</b>     | <b>\$15,000.00</b>     | <b>\$0.00</b>              | <b>\$15,000.00</b>      | <b>\$0.00</b>           |
| <b>499995 OTHER</b>                  | <b>\$15,300.00</b>     | <b>\$115,000.00</b>    | <b>\$16,806.80</b>         | <b>\$56,000.00</b>      | <b>\$427,000.00</b>     |
| <b>01040142 POLICE</b>               | <b>\$15,976,153.69</b> | <b>\$16,188,105.35</b> | <b>\$12,527,253.70</b>     | <b>\$15,703,922.77</b>  | <b>\$15,803,970.16</b>  |

## BUREAU OF FIRE

The Harrisburg Bureau of Fire exists to serve the City of Harrisburg, and when needed, the greater Harrisburg metropolitan area by providing effective fire suppression, emergency medical services, tactical rescue, urban search and rescue, water rescue, hazardous materials response, fire prevention, codes enforcement, and public safety education.

The Bureau of Fire is a team of highly motivated diverse individuals dedicated in common to public interaction and providing efficient services. This involves the use of modern fire and rescue equipment, integrated up-to-date training and safety techniques, computer technology, and cooperation with surrounding fire, rescue, and EMS agencies to provide the best service available by making public safety and protection our perpetual primary priority.

Effective suppression of fires involves arriving at the scene of an emergency quickly so the persons can be rescued and the fire can be attacked to prevent the spread of fire. It is the goal of the Bureau of Fire not to allow a fire to extend beyond the room, floor, or building of origin that is found involved in fire when arriving on scene. To effectively carry out our mission, the Bureau of Fire responds from three fire stations with five pieces of front line apparatus that are staffed 24/7 by at least 15 firefighters and fire officers.

The Bureau also maintains a fleet of boats; water rescue related tools and equipment, as well as highly trained staff. These resources provide advanced capabilities to deal with incidents on the Susquehanna River and its islands, as well as the small lakes and streams that are contained within the borders of the City. The water craft are also deployed to assist stranded motorists during street flooding events.

The Bureau of Fire, by providing effective emergency medical services, has fostered a close working relationship with Pinnacle Health's Community LifeTeam to assist in providing prompt EMS care to the citizens and visitors to our City. All Bureau of Fire apparatus is equipped with Automated External Defibrillators (AED's) and is able to provide prompt response. All new Fire Bureau recruits are required to maintain EMT status for the duration of their employment.

The Bureau of Fire is proactive in teaching fire prevention and preventing fires and other emergencies before they occur. The Fire Prevention Officer interacts on a daily basis with schools, daycares, and businesses to provide quality fire prevention materials and training. The Fire Inspector conducts fire inspections for the vast array of businesses in the City by taking a proactive approach. The Fire Inspector also initiates inspections from complaints received from residents and business owners, and works collectively with the Bureau of Codes to successfully mitigate hazardous conditions.

The Bureau of Fire is also responsible for effectively running the City's Emergency Operations Center during natural and man-made disasters, coordinating and running the Rescue 1 program, providing manpower for the PA Urban Search and Rescue Task Force, administering the Juvenile Fire Setter Intervention Program, maintaining an active role in the South Central PA Counter Terrorism Task Force, actively participating with the Dauphin County Hazardous Materials Response Team, as well as many other required and fiduciary responsibilities.

BUREAU OF FIRE

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0151 Fire

| Allocation Plan         |           |           | Position Control            |          |          |           |           |
|-------------------------|-----------|-----------|-----------------------------|----------|----------|-----------|-----------|
| PERSONNEL               | 2014      | 2015      | JOB<br>CLASSIFICATION       | 2014     | 2015     | 2014      | 2015      |
|                         | Adjusted  | Approved  |                             | Adjusted | Approved | Adjusted  | Approved  |
| Salaries-Mgmt           | 152,380   | 152,380   | Fire Chief                  | 1        | 1        | 85,880    | 85,880    |
| Salaries-BU             | 4,464,336 | 4,523,769 | Deputy Chief                | 1        | 1        | 66,500    | 66,500    |
| Overtime                | 2,000,000 | 900,000   | Total Management            | 2        | 2        | 152,380   | 152,380   |
| Premium                 | 0         | 325,000   |                             |          |          |           |           |
| Fringe Benefits         | 484,081   | 417,079   | Battalion Chief             | 4        | 4        | 282,360   | 288,388   |
| Miscellaneous           | 176,413   | 760,214   | Captain                     | 4        | 4        | 276,436   | 277,349   |
|                         |           |           | Lieutenant                  | 8        | 8        | 519,707   | 532,702   |
| TOTAL                   | 7,277,210 | 7,078,443 | Firefighter Driver/Operator | 44       | 40       | 2,645,361 | 2,358,310 |
| SERVICES                |           |           | Firefighter I               | 19       | 19       | 785,352   | 940,182   |
|                         |           |           | Firefighter-Probationary    | 0        | 3        | 0         | 84,948    |
|                         |           |           | Administrative Assistant I  | 0        | 1        | 0         | 41,890    |
|                         |           |           | Reallocation                |          |          | (44,880)  | 0         |
| Communications          | 18,555    | 15,540    | Total Bargaining Unit       | 79       | 79       | 4,464,336 | 4,523,769 |
| Professional Services   | 38,812    | 37,000    |                             |          |          |           |           |
| Utilities               | 83,600    | 70,400    | Overtime                    |          |          | 2,000,000 | 900,000   |
| Insurance               | 0         | 0         | Premium                     |          |          | 0         | 325,000   |
| Rentals                 | 0         | 0         | FICA                        |          |          | 103,893   | 92,579    |
| Maintenance & Repairs   | 42,154    | 119,500   | Severance Pay               |          |          | 310,500   | 250,000   |
| Contracted Services     | 75,840    | 56,700    | College Credits             |          |          | 5,204     | 5,500     |
| TOTAL                   | 258,961   | 299,140   | Medicare - Part B           |          |          | 64,484    | 69,000    |
| SUPPLIES                |           |           | Total Fringe Benefits       |          |          | 484,081   | 417,079   |
|                         |           |           |                             |          |          |           |           |
| Supplies                | 154,850   | 265,650   | Sick Leave Buy-Back         |          |          | 100,107   | 117,214   |
| Minor Capital Equipment | 3,500     | 0         | Hearing Aids                |          |          | 500       | 500       |
| TOTAL                   | 158,350   | 265,650   | Fire Pension Plan           |          |          | 0         | 358,000   |
| OTHER                   | 150,000   | 90,000    | Clothing Allowance          |          |          | 85,806    | 84,500    |
|                         |           |           | Loss Time & Med             |          |          | 235,000   | 200,000   |
| TOTAL APPROPRIATION     | 7,844,521 | 7,733,233 | Concessions                 |          |          | (245,000) | 0         |
|                         |           |           | Total Miscellaneous         |          |          | 176,413   | 760,214   |
|                         |           |           |                             |          |          |           |           |
|                         |           |           | TOTAL                       | 81       | 81       | 7,277,210 | 7,078,443 |

## PUBLIC SAFETY

| EMPLOYEE | POSITION                    | ANNIV. /<br>D.O.B. | END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA     | FRINGE<br>BENEFITS | TOTAL      |
|----------|-----------------------------|--------------------|---------------------|--------------------------------|----------------------------|---------------|----------------|------------------|----------|--------------------|------------|
|          | FIRE CHIEF                  | 3 9                | 2000 \$             | 85,880.00                      | 0.00                       | 0.00          | 85,880.00      | 0.00             | 1,245.26 | 0.00               | 87,125.26  |
|          | DEPUTY CHIEF                | 1 1                | 2014 \$             | 66,500.00                      | 0.00                       | 0.00          | 66,500.00      | 0.00             | 964.25   | 0.00               | 67,464.25  |
| 2.00     | MANAGEMENT TOTALS           |                    |                     | 152,380.00                     | 0.00                       | 0.00          | 152,380.00     | 0.00             | 2,209.51 | 0.00               | 154,589.51 |
|          | ACTING BATTALION CHIEF      | 3 2                | 2001 \$             | 63,451.78                      | 0.00                       | 634.52        | 71,776.65      | 0.00             | 1,040.76 | 0.00               | 72,817.42  |
|          | ACTING BATTALION CHIEF      | 3 9                | 2000 \$             | 63,451.78                      | 0.00                       | 634.52        | 71,776.66      | 0.00             | 1,040.76 | 0.00               | 72,817.42  |
|          | ACTING BATTALION CHIEF      | 3 9                | 2000 \$             | 63,451.78                      | 0.00                       | 634.52        | 72,417.52      | 0.00             | 1,050.05 | 0.00               | 73,467.57  |
|          | ACTING BATTALION CHIEF      | 3 17               | 1997 \$             | 63,451.78                      | 0.00                       | 634.52        | 72,417.52      | 0.00             | 1,050.05 | 0.00               | 73,467.57  |
|          | FIRE CAPTAIN                | 3 2                | 1997 \$             | 61,158.84                      | 0.00                       | 611.59        | 69,800.58      | 0.00             | 1,012.11 | 0.00               | 70,812.69  |
|          | FIRE CAPTAIN                | 3 9                | 1997 \$             | 61,158.84                      | 0.00                       | 611.59        | 69,800.58      | 0.00             | 1,012.11 | 0.00               | 70,812.69  |
|          | FIRE CAPTAIN                | 3 9                | 1997 \$             | 61,158.84                      | 0.00                       | 611.59        | 69,800.58      | 0.00             | 1,012.11 | 0.00               | 70,812.69  |
|          | FIRE CAPTAIN                | 3 3                | 2003 \$             | 61,158.84                      | 0.00                       | 611.59        | 67,947.47      | 0.00             | 985.24   | 0.00               | 68,932.71  |
|          | FIRE LIEUTENANT             | 3 11               | 1996 \$             | 59,395.03                      | 0.00                       | 593.95        | 67,787.55      | 0.00             | 982.92   | 0.00               | 68,770.47  |
|          | FIRE LIEUTENANT             | 3 11               | 1996 \$             | 59,395.03                      | 0.00                       | 593.95        | 67,787.55      | 0.00             | 982.92   | 0.00               | 68,770.47  |
|          | FIRE LIEUTENANT             | 3 17               | 1997 \$             | 59,395.03                      | 0.00                       | 593.95        | 67,787.55      | 0.00             | 982.92   | 0.00               | 68,770.47  |
|          | FIRE LIEUTENANT             | 3 16               | 1998 \$             | 59,395.03                      | 0.00                       | 593.95        | 67,787.55      | 0.00             | 982.92   | 0.00               | 68,770.47  |
|          | FIRE LIEUTENANT             | 3 3                | 2003 \$             | 59,395.03                      | 0.00                       | 593.95        | 65,987.88      | 0.00             | 956.82   | 0.00               | 66,944.70  |
|          | FIRE LIEUTENANT             | 3 3                | 2003 \$             | 59,395.03                      | 0.00                       | 593.95        | 65,987.88      | 0.00             | 956.82   | 0.00               | 66,944.70  |
|          | FIRE LIEUTENANT             | 3 7                | 2005 \$             | 59,395.03                      | 0.00                       | 593.95        | 64,788.10      | 0.00             | 939.43   | 0.00               | 65,727.53  |
|          | FIRE LIEUTENANT             | 3 7                | 2005 \$             | 59,395.03                      | 0.00                       | 593.95        | 64,788.10      | 0.00             | 939.43   | 0.00               | 65,727.53  |
|          | FIREFIGHTER DRIVER/OPERATOR | 7 22               | 1985 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 0.00     | 0.00               | 62,754.97  |
|          | FIREFIGHTER DRIVER/OPERATOR | 12 1               | 1986 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 7                | 1989 \$             | 22,910.63                      | 0.00                       | 229.11        | 26,147.91      | 0.00             | 379.14   | 0.00               | 26,527.05  |
|          | FIREFIGHTER/INSPECTOR       | 8 7                | 1989 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 27               | 1990 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 27               | 1990 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 27               | 1990 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 27               | 1990 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 29               | 1994 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 13               | 1995 \$             | 32,074.89                      | 0.00                       | 320.75        | 36,607.07      | 0.00             | 530.80   | 0.00               | 37,137.87  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 13               | 1995 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 13               | 1995 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 13               | 1995 \$             | 27,492.76                      | 0.00                       | 274.93        | 31,377.49      | 0.00             | 454.97   | 0.00               | 31,832.46  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 17               | 1997 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 17               | 1997 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 9 8                | 1998 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 8                | 1999 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 8                | 1999 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 9                | 2000 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 9                | 2000 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 2                | 2001 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 2                | 2001 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,754.97      | 0.00             | 909.95   | 0.00               | 63,664.92  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 29               | 2003 \$             | 54,985.52                      | 0.00                       | 549.86        | 62,199.62      | 0.00             | 901.89   | 0.00               | 63,101.51  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 29               | 2003 \$             | 54,985.52                      | 0.00                       | 549.86        | 61,088.91      | 0.00             | 885.79   | 0.00               | 61,974.70  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 3                | 2003 \$             | 54,985.52                      | 0.00                       | 549.86        | 61,088.91      | 0.00             | 885.79   | 0.00               | 61,974.70  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 29               | 2003 \$             | 54,985.52                      | 0.00                       | 549.86        | 61,088.91      | 0.00             | 885.79   | 0.00               | 61,974.70  |
|          | FIREFIGHTER DRIVER/OPERATOR | 8 29               | 2003 \$             | 54,985.52                      | 0.00                       | 549.86        | 61,088.91      | 0.00             | 885.79   | 0.00               | 61,974.70  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 3                | 2003 \$             | 54,985.52                      | 0.00                       | 549.86        | 61,088.91      | 0.00             | 885.79   | 0.00               | 61,974.70  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 7                | 2005 \$             | 54,985.52                      | 0.00                       | 549.86        | 59,978.21      | 0.00             | 869.68   | 0.00               | 60,847.89  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 7                | 2005 \$             | 54,985.52                      | 0.00                       | 549.86        | 59,978.21      | 0.00             | 869.68   | 0.00               | 60,847.89  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 7                | 2005 \$             | 54,985.52                      | 0.00                       | 549.86        | 59,978.21      | 0.00             | 869.68   | 0.00               | 60,847.89  |
|          | FIREFIGHTER DRIVER/OPERATOR | 3 7                | 2005 \$             | 54,985.52                      | 0.00                       | 549.86        | 59,978.21      | 0.00             | 869.68   | 0.00               | 60,847.89  |

## PUBLIC SAFETY

| EMPLOYEE                | POSITION                    | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL        |
|-------------------------|-----------------------------|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|--------------|
|                         | FIREFIGHTER DRIVER/OPERATOR | 3 6                | 2006 \$                     |                                | 549.86                     | 3,887.48      | 59,422.85      | 0.00             | 861.63    | 0.00               | 60,284.48    |
|                         | FIREFIGHTER DRIVER/OPERATOR | 3 6                | 2006 \$                     | 0.00                           | 549.86                     | 3,887.48      | 59,422.85      | 0.00             | 861.63    | 0.00               | 60,284.48    |
|                         | FIREFIGHTER DRIVER/OPERATOR | 3 6                | 2006 \$                     | 0.00                           | 549.86                     | 3,887.48      | 59,422.85      | 0.00             | 861.63    | 0.00               | 60,284.48    |
|                         | FIREFIGHTER DRIVER/OPERATOR | 3 3                | 2008 \$                     | 0.00                           | 549.86                     | 2,776.77      | 58,312.14      | 0.00             | 845.53    | 0.00               | 59,157.67    |
|                         | FIREFIGHTER DRIVER/OPERATOR | 3 3                | 2008 \$                     | 0.00                           | 549.86                     | 2,776.77      | 58,312.14      | 0.00             | 845.53    | 0.00               | 59,157.67    |
|                         | FIREFIGHTER DRIVER/OPERATOR | 3 3                | 2008 \$                     | 0.00                           | 549.86                     | 2,776.77      | 58,312.14      | 0.00             | 845.53    | 0.00               | 59,157.67    |
|                         | FIREFIGHTER DRIVER/OPERATOR | 8 31               | 2009 \$                     | 0.00                           | 549.86                     | 2,776.77      | 58,312.14      | 0.00             | 845.53    | 0.00               | 59,157.67    |
|                         | FIREFIGHTER II              | 6 4                | 2012 \$                     | 0.00                           | 514.58                     | 519.72        | 52,492.19      | 0.00             | 761.14    | 0.00               | 53,253.33    |
|                         | FIREFIGHTER II              | 6 4                | 2012 \$                     | 0.00                           | 514.58                     | 519.72        | 52,492.19      | 0.00             | 761.14    | 0.00               | 53,253.33    |
|                         | FIREFIGHTER II              | 6 4                | 2012 \$                     | 0.00                           | 514.58                     | 519.72        | 52,492.19      | 0.00             | 761.14    | 0.00               | 53,253.33    |
|                         | FIREFIGHTER II              | 6 4                | 2012 \$                     | 0.00                           | 514.58                     | 519.72        | 52,492.19      | 0.00             | 761.14    | 0.00               | 53,253.33    |
|                         | FIREFIGHTER II              | 6 4                | 2012 \$                     | 0.00                           | 514.58                     | 519.72        | 52,492.19      | 0.00             | 761.14    | 0.00               | 53,253.33    |
|                         | FIREFIGHTER II              | 6 4                | 2012 \$                     | 0.00                           | 514.58                     | 519.72        | 52,492.19      | 0.00             | 761.14    | 0.00               | 53,253.33    |
|                         | FIREFIGHTER I               | 3 24               | 2014 \$                     | 2,572.89                       | 463.12                     | 0.00          | 46,775.22      | 0.00             | 678.24    | 0.00               | 47,453.46    |
|                         | FIREFIGHTER I               | 3 24               | 2014 \$                     | 2,572.89                       | 463.12                     | 0.00          | 46,775.22      | 0.00             | 678.24    | 0.00               | 47,453.46    |
|                         | FIREFIGHTER I               | 3 24               | 2014 \$                     | 2,572.89                       | 463.12                     | 0.00          | 46,775.22      | 0.00             | 678.24    | 0.00               | 47,453.46    |
|                         | FIREFIGHTER I               | 3 24               | 2014 \$                     | 2,572.89                       | 463.12                     | 0.00          | 46,775.22      | 0.00             | 678.24    | 0.00               | 47,453.46    |
|                         | FIREFIGHTER I               | 3 24               | 2014 \$                     | 2,572.89                       | 463.12                     | 0.00          | 46,775.22      | 0.00             | 678.24    | 0.00               | 47,453.46    |
|                         | FIREFIGHTER I               | 3 24               | 2014 \$                     | 2,572.89                       | 463.12                     | 0.00          | 46,775.22      | 0.00             | 678.24    | 0.00               | 47,453.46    |
|                         | FIREFIGHTER I               | 3 24               | 2014 \$                     | 2,572.89                       | 463.12                     | 0.00          | 46,775.22      | 0.00             | 678.24    | 0.00               | 47,453.46    |
|                         | FIREFIGHTER - PROBATIONARY  | 4 1                | 2015 \$                     | 0.00                           | 0.00                       | 0.00          | 28,316.00      | 0.00             | 410.58    | 0.00               | 28,726.58    |
|                         | FIREFIGHTER - PROBATIONARY  | 4 1                | 2015 \$                     | 0.00                           | 0.00                       | 0.00          | 28,316.00      | 0.00             | 410.58    | 0.00               | 28,726.58    |
|                         | ADMINISTRATIVE ASSISTANT I  | 1 1                | 2015 \$                     | 0.00                           | 406.70                     | 813.41        | 41,890.38      | 0.00             | 3,204.61  | 0.00               | 45,094.99    |
| 79.00                   | BARGAINING UNIT TOTALS      |                    |                             | 25,728.90                      | 40,574.57                  | 339,976.25    | 4,523,769.75   | 0.00             | 64,077.30 | 0.00               | 4,591,051.67 |
| 81.00                   | TOTAL                       |                    |                             | 25,728.90                      | 40,574.57                  | 339,976.25    | 4,676,149.75   | 0.00             | 66,286.81 | 0.00               | 4,745,641.18 |
| OVERTIME                |                             |                    |                             |                                |                            |               | 900,000.00     |                  |           |                    |              |
| PREMIUM TIME            |                             |                    |                             |                                |                            |               | 325,000.00     |                  |           |                    |              |
| SICK-LEAVE BUY BACK     |                             |                    |                             |                                |                            |               | 117,214.00     |                  |           |                    |              |
| SUBTOTAL-SALARIES/WAGES |                             |                    |                             |                                |                            |               | 6,018,363.75   | 0.00             | 85,749.81 | 0.00               | 6,107,318.18 |
| SEVERANCE PAY           |                             |                    |                             |                                |                            |               | 250,000.00     | 0.00             | 3,625.00  | 0.00               | 253,625.00   |
| MEDICARE-PART B         |                             |                    |                             |                                |                            |               | 69,000.00      | 0.00             | 0.00      | 0.00               | 69,000.00    |
| LOSS TIME & MED         |                             |                    |                             |                                |                            |               | 200,000.00     | 0.00             | 0.00      | 0.00               | 200,000.00   |

PUBLIC SAFETY

FIRE - 0151

| EMPLOYEE   | POSITION | ANNIV. /<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL        |
|--|----------|--------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|--------------|
| FIRE PENSION PLAN  |          |                    |                             |                                |                            |               | 358,000.00     | 0.00             | 0.00      | 0.00               | 358,000.00   |
| HEARING AID-FIR  |          |                    |                             |                                |                            |               | 500.00         | 0.00             | 0.00      | 0.00               | 500.00       |
| CLOTHING ALLOWANCE   |          |                    |                             |                                |                            |               | 78,500.00      | 0.00             | 0.00      | 0.00               | 78,500.00    |
| CLOTHING MAINT ALLOWANCE                                     |          |                    |                             |                                |                            |               | 6,000.00       | 0.00             | 0.00      | 0.00               | 6,000.00     |
| COLLEGE CREDITS  |          |                    |                             |                                |                            |               | 5,500.00       | 0.00             | 0.00      | 0.00               | 5,500.00     |
| TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |          |                    |                             |                                |                            |               | 6,980,363.75   | 0.00             | 89,374.81 | 0.00               | 7,078,443.18 |



## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01040151 BUREAU OF FIRE

| Account                            | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES            | \$4,242,454.51        | \$4,156,587.30        | \$3,824,661.98             | \$4,616,716.00          | \$4,676,149.75          |
| 416000 OVERTIME                    | \$2,719,248.69        | \$2,729,169.99        | \$1,671,052.52             | \$2,000,000.00          | \$900,000.00            |
| 416001 PREMIUM                     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$325,000.00            |
| 417000 SICK LEAVE BUY-BACK         | \$114,936.84          | \$89,432.55           | \$100,107.09               | \$100,107.35            | \$117,214.00            |
| 419006 MANDATORY MEDICARE          | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>      | <b>\$7,076,640.04</b> | <b>\$6,975,189.84</b> | <b>\$5,595,821.59</b>      | <b>\$6,716,823.35</b>   | <b>\$6,018,363.75</b>   |
| 419001 SOCIAL SECURITY             | \$92,799.68           | \$95,748.24           | \$82,114.09                | \$103,892.50            | \$92,579.43             |
| 419002 MEDICAL                     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | 0                       |
| 419003 GROUP LIFE                  | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 419005 SEVERANCE PAY               | \$315,308.41          | \$400,041.72          | \$208,506.88               | \$310,500.00            | \$250,000.00            |
| 419007 MEDICARE - PART B           | \$51,393.70           | \$53,488.40           | \$64,479.60                | \$64,483.60             | \$69,000.00             |
| 419012 LOSS TIME & MED             | \$252,538.37          | \$307,606.60          | \$136,614.74               | \$235,000.00            | \$200,000.00            |
| 419019 CONCESSIONS & VACANCIES     | \$0.00                | \$0.00                | \$0.00                     | (\$245,000.00)          | \$0.00                  |
| 419023 FIRE PENSION PLAN B         | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$358,000.00            |
| 419027 HEARING AID -FIRE           | \$263.00              | \$0.00                | \$0.00                     | \$500.00                | \$500.00                |
| 419028 CLOTHING ALLOWANCE          | \$38,981.95           | \$54,406.50           | \$79,243.50                | \$79,243.50             | \$78,500.00             |
| 419029 CLOTHING MAINT ALLOWANCE    | \$1,499.00            | \$6,360.46            | \$6,239.70                 | \$6,563.00              | \$6,000.00              |
| 419049 COLLEGE CREDITS             | \$4,992.00            | \$0.00                | \$5,204.00                 | \$5,204.00              | \$5,500.00              |
| <b>419100 FRINGE BENEFITS</b>      | <b>\$757,776.11</b>   | <b>\$917,651.92</b>   | <b>\$582,402.51</b>        | <b>\$560,386.60</b>     | <b>\$1,060,079.43</b>   |
| <b>419995 PERSONNEL</b>            | <b>\$7,834,416.15</b> | <b>\$7,892,841.76</b> | <b>\$6,178,224.10</b>      | <b>\$7,277,209.95</b>   | <b>\$7,078,443.18</b>   |
| 420010 ADVERTISING                 | \$0.00                | \$0.00                | \$447.76                   | \$755.00                | \$2,000.00              |
| 420020 PRINTING                    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 420040 TELEPHONE                   | \$7,671.98            | \$8,977.74            | \$7,960.92                 | \$10,500.00             | \$7,500.00              |
| 420041 E-MAIL/INTERNET             | \$6,023.63            | \$7,178.01            | \$4,594.17                 | \$6,000.00              | \$5,040.00              |
| 420050 POSTAGE                     | \$621.58              | \$1,550.98            | \$261.50                   | \$1,300.00              | \$1,000.00              |
| <b>420100 COMMUNICATIONS</b>       | <b>\$14,317.19</b>    | <b>\$17,706.73</b>    | <b>\$13,264.35</b>         | <b>\$18,555.00</b>      | <b>\$15,540.00</b>      |
| 421010 LEGAL                       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 421016 MEDICAL/PSYCHOLOGICAL EXA   | \$8,680.00            | \$1,324.78            | \$2,450.00                 | \$2,600.40              | \$2,000.00              |
| 421050 OTHER PROFESSIONAL FEES     | \$1,497.81            | \$0.00                | \$1,211.25                 | \$1,212.00              | \$0.00                  |
| 421070 ARBITRATION                 | \$13,726.75           | \$50,691.72           | \$34,911.73                | \$35,000.00             | \$35,000.00             |
| <b>421100 PROFESSIONAL SRVC</b>    | <b>\$23,904.56</b>    | <b>\$52,016.50</b>    | <b>\$38,572.98</b>         | <b>\$38,812.40</b>      | <b>\$37,000.00</b>      |
| 422000 SEWERAGE                    | \$1,157.95            | \$2,425.99            | \$1,878.91                 | \$1,900.00              | \$2,000.00              |
| 422010 WATER                       | \$4,407.84            | \$7,544.42            | \$4,792.77                 | \$4,800.00              | \$4,800.00              |
| 422020 ELECTRICITY                 | \$46,361.25           | \$32,290.43           | \$30,783.51                | \$43,000.00             | \$33,000.00             |
| 422030 HEAT                        | \$9,167.05            | \$13,063.67           | \$27,025.19                | \$33,000.00             | \$30,000.00             |
| 422080 SEWERAGE MAINT CHARGES      | \$173.68              | \$0.00                | \$289.30                   | \$900.00                | \$600.00                |
| 422091 DISPOSAL                    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 422095 UTILITIES & SERVICES        | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>422100 UTILITIES &amp; SRVC</b> | <b>\$61,267.77</b>    | <b>\$55,324.51</b>    | <b>\$64,769.68</b>         | <b>\$83,600.00</b>      | <b>\$70,400.00</b>      |
| 425000 OFFICE EQUIPMENT            | \$0.00                | \$0.00                | \$149.50                   | \$300.00                | \$1,000.00              |
| 425010 VEHICULAR EQUIPMENT         | \$130.43              | \$234.01              | \$2,971.04                 | \$3,700.00              | \$4,000.00              |
| 425030 BUILDING MAINT              | \$6,483.24            | \$21,981.89           | \$16,879.76                | \$17,906.50             | \$100,000.00            |
| 425050 COMMUNICATIONS EQUIPMENT    | \$281.96              | \$116.52              | \$2,921.16                 | \$3,000.00              | \$5,000.00              |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01040151 BUREAU OF FIRE

| Account                           | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 425060 OPERATIONS EQUIPMENT       | \$0.00              | \$2,899.99          | \$7,973.28                 | \$13,310.00             | \$5,000.00              |
| 425090 MAINT SERV CONTRACT        | \$3,646.61          | \$1,442.00          | \$1,227.61                 | \$3,937.00              | \$4,500.00              |
| 425099 OTHER CONT MAINT           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$10,542.24</b>  | <b>\$26,674.41</b>  | <b>\$32,122.35</b>         | <b>\$42,153.50</b>      | <b>\$119,500.00</b>     |
| 429001 TUITION/TRAINING           | \$43,630.54         | \$11,001.75         | \$69,874.17                | \$73,150.00             | \$50,000.00             |
| 429004 OFFICER I CERT. (FIRE)     | \$440.10            | \$325.00            | \$0.00                     | \$1,190.00              | \$5,000.00              |
| 429005 NUISANCE                   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429009 ADMIN/TRUSTEE FEE          | \$154.38            | \$210.34            | \$222.01                   | \$300.00                | \$200.00                |
| 429014 CONTRACTED PERSONNEL SVS.  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429016 CONFERENCES                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                | \$0.00              | \$20.00             | \$105.00                   | \$200.00                | \$500.00                |
| 429029 FIRE ACCREDITATION         | \$0.00              | \$0.00              | \$748.51                   | \$1,000.00              | \$1,000.00              |
| 429090 MISC CONTRACTED SRVCS      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$44,225.02</b>  | <b>\$11,557.09</b>  | <b>\$70,949.69</b>         | <b>\$75,840.00</b>      | <b>\$56,700.00</b>      |
| <b>429995 SERVICES</b>            | <b>\$154,256.78</b> | <b>\$163,279.24</b> | <b>\$219,679.05</b>        | <b>\$258,960.90</b>     | <b>\$299,140.00</b>     |
| 430001 EDUCATIONAL                | \$365.95            | \$200.00            | \$390.00                   | \$6,500.00              | \$2,000.00              |
| 430002 SOFTWARE                   | \$0.00              | \$7,784.54          | \$0.00                     | \$4,900.00              | \$4,900.00              |
| 430003 SUBSCRIPTIONS              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430004 AUDIO-VISUAL               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430005 DUPLICATING                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430006 PHOTOGRAPHY                | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING            | \$0.00              | \$0.00              | \$230.00                   | \$500.00                | \$500.00                |
| 430009 OFFICE                     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430011 CUSTODIAL                  | \$6,427.08          | \$6,578.64          | \$7,400.00                 | \$7,400.00              | \$9,000.00              |
| 430012 PERSONAL SAFETY            | \$0.00              | \$988.93            | \$505.80                   | \$2,300.00              | \$5,000.00              |
| 430013 FIREFIGHTING               | \$3,290.16          | \$4,940.58          | \$5,349.73                 | \$6,000.00              | \$10,000.00             |
| 430014 WEARING APPAREL            | \$63,542.00         | \$28,000.00         | \$30,902.40                | \$39,000.00             | \$40,000.00             |
| 430016 MEDICAL/LAB                | \$69.96             | \$226.05            | \$226.73                   | \$250.00                | \$250.00                |
| 430020 FIRE HEALTH AND SAFETY     | \$0.00              | \$3,307.50          | \$235.85                   | \$4,000.00              | \$4,000.00              |
| 430036 BLDG CONSTRUCTION          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430042 TOOLS & HARDWARE           | \$1,137.18          | \$1,082.56          | \$1,500.00                 | \$1,500.00              | \$5,000.00              |
| 430050 MOTOR FUELS/LUBRICANTS     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430051 TIRES & BATTERIES          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$35,000.00             |
| 430052 VEHICLE PARTS & SUPPLIES   | \$1,745.66          | \$542.65            | \$66,569.06                | \$82,500.00             | \$150,000.00            |
| 430053 VEHICLE REPAIR TOOLS       | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP      | \$368.52            | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$76,946.51</b>  | <b>\$53,651.45</b>  | <b>\$113,309.57</b>        | <b>\$154,850.00</b>     | <b>\$265,650.00</b>     |
| 439020 BUILDINGS & STRUCTURES     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 439030 VEHICULAR EQUIPMENT        | \$0.00              | \$0.00              | \$3,500.00                 | \$3,500.00              | \$0.00                  |
| <b>439100 MINOR CAPITAL</b>       | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$3,500.00</b>          | <b>\$3,500.00</b>       | <b>\$0.00</b>           |
| <b>439995 SUPPLIES</b>            | <b>\$76,946.51</b>  | <b>\$53,651.45</b>  | <b>\$116,809.57</b>        | <b>\$158,350.00</b>     | <b>\$265,650.00</b>     |
| 453000 OPERATIONS EQUIPMENT       | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$10,000.00             |

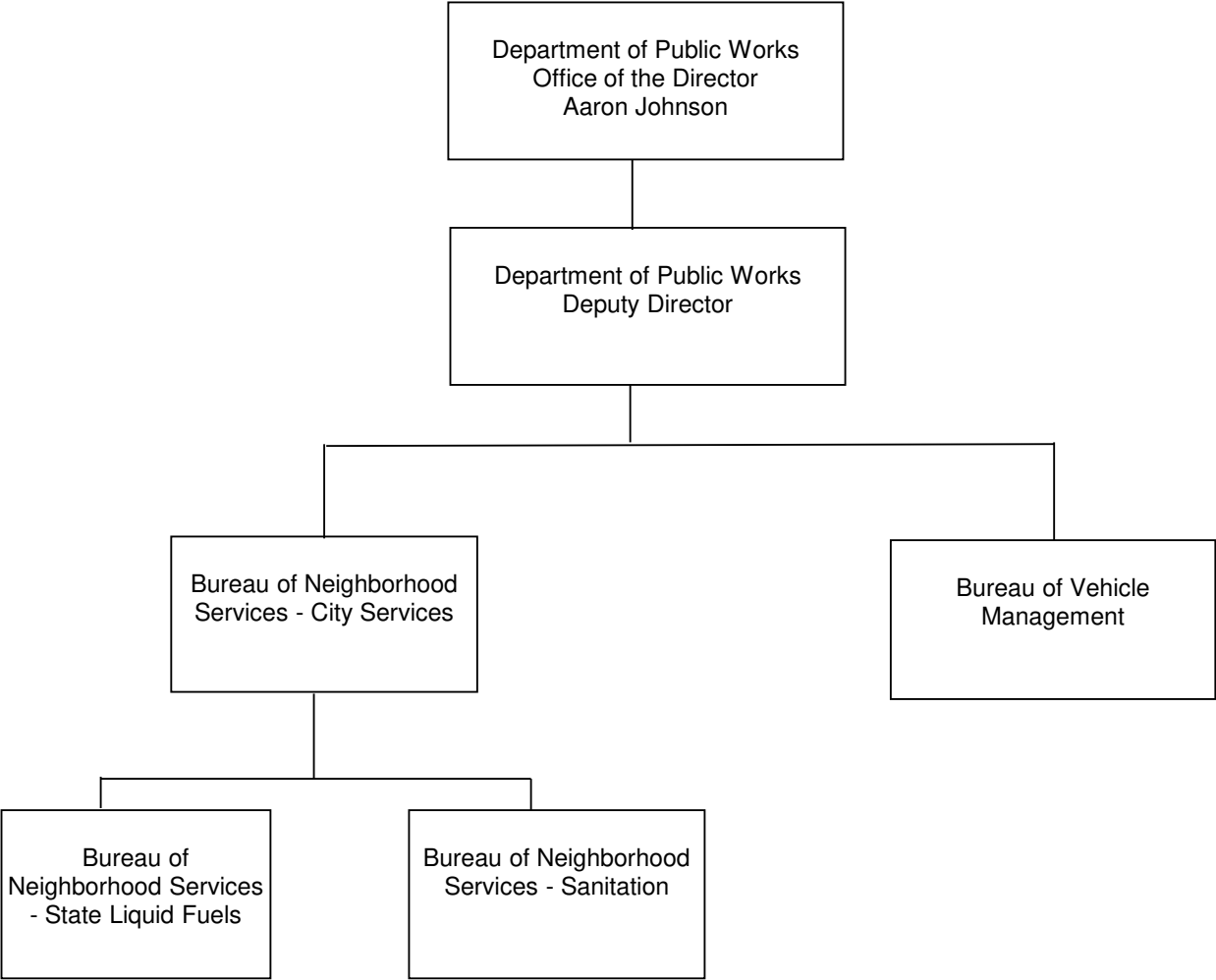
## **2015 Approved Budget**

Expenditure Line Item

**BUDGET UNIT: 01040151 BUREAU OF FIRE**

| Account                              | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 453049 LEASE PURCHASE                | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$80,000.00             |
| <b>450100 CAPITAL OUTLAY</b>         | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$90,000.00</b>      |
| 452013 STATION 2                     | \$0.00                | \$0.00                | \$120,627.80               | \$150,000.00            | \$0.00                  |
| <b>452000 BUILDINGS &amp; STRUCT</b> | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$120,627.80</b>        | <b>\$150,000.00</b>     | <b>\$0.00</b>           |
| <b>499995 OTHER</b>                  | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$120,627.80</b>        | <b>\$150,000.00</b>     | <b>\$90,000.00</b>      |
| <b>01040151 FIRE</b>                 | <b>\$8,065,619.44</b> | <b>\$8,109,772.45</b> | <b>\$6,635,340.52</b>      | <b>\$7,844,520.85</b>   | <b>\$7,733,233.18</b>   |

DEPARTMENT OF PUBLIC WORKS



EXPENDITURE ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|   | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| DEPARTMENT OF PUBLIC WORKS                        |                |                |                               |                            |                            |
| <u>0160 OFFICE OF THE DIRECTOR</u>                |                |                |                               |                            |                            |
| Personnel   | 410,396        | 430,530        | 410,948                       | 476,263                    | 533,397                    |
| Services  | 482,714        | 405,451        | 373,981                       | 801,900                    | 1,079,050                  |
| Supplies  | 21,524         | 35,386         | 68,070                        | 92,350                     | 77,850                     |
| Other   | 295,732        | 604,199        | 410,099                       | 734,341                    | 760,000                    |
| TOTALS  | 1,210,366      | 1,475,566      | 1,263,098                     | 2,104,854                  | 2,450,297                  |
| <u>0162 NEIGHBORHOOD SERVICES - CITY SERVICES</u> |                |                |                               |                            |                            |
| Personnel   | 1,593,897      | 1,588,617      | 1,284,456                     | 1,573,965                  | 1,620,762                  |
| Services  | 199,846        | 521,755        | 417,185                       | 684,738                    | 1,030,216                  |
| Supplies  | 167,883        | 258,920        | 363,087                       | 665,105                    | 586,127                    |
| Other   | 7,075          | 177,010        | 33,567                        | 287,905                    | 409,741                    |
| TOTALS  | 1,968,701      | 2,546,302      | 2,098,295                     | 3,211,713                  | 3,646,846                  |
| <u>0172 VEHICLE MANAGEMENT</u>                    |                |                |                               |                            |                            |
| Personnel   | 459,633        | 407,460        | 359,468                       | 430,952                    | 475,903                    |
| Services  | 124,687        | 169,843        | 292,213                       | 361,985                    | 277,883                    |
| Supplies  | 1,453,393      | 976,196        | 965,601                       | 1,289,289                  | 1,035,733                  |
| Other   | 0              | 6,200          | 0                             | 55,000                     | 100,000                    |
| TOTALS  | 2,037,713      | 1,559,699      | 1,617,282                     | 2,137,226                  | 1,889,519                  |
| TOTAL DEPARTMENT OF PUBLIC WORKS                  |                |                |                               |                            |                            |
| Personnel   | 2,463,926      | 2,426,607      | 2,054,872                     | 2,481,180                  | 2,630,062                  |
| Services  | 807,247        | 1,097,049      | 1,083,379                     | 1,848,623                  | 2,387,149                  |
| Supplies  | 1,642,800      | 1,270,502      | 1,396,758                     | 2,046,744                  | 1,699,710                  |
| Other   | 302,807        | 787,409        | 443,666                       | 1,077,246                  | 1,269,741                  |
| TOTAL EXPENDITURES                                | 5,216,780      | 5,581,567      | 4,978,675                     | 7,453,793                  | 7,986,662                  |

POSITION ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|                                 | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| PUBLIC WORKS                    |                |                |                               |                            |                            |
| Office of the Director          | 8.00           | 10.00          | 11.00                         | 11.00                      | 10.00                      |
| Neighborhood Services -City Svc | 31.00          | 33.50          | 33.50                         | 33.50                      | 29.50                      |
| Vehicle Management              | <u>10.00</u>   | <u>9.00</u>    | <u>10.00</u>                  | <u>10.00</u>               | <u>9.00</u>                |
| TOTAL POSITIONS                 | 49.00          | 52.50          | 54.50                         | 54.50                      | 48.50                      |

OFFICE OF THE DIRECTOR

The Department of Public Works is administered through the Office of the Director, which is responsible for the overall management of the department's resources. The department consists of 4 bureaus which provide major public works services: Neighborhood Services - City Services and Sanitation, Vehicle Management, and Building/Parks Maintenance.

Immediately following are the General Fund Public Works bureaus. The Public Works related Special Revenue Fund (State Liquid Fuels Tax Fund) and Utility Funds activities are addressed in the respective Funds' section of this document.

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0160 Office of the Director

| Allocation Plan          |                  |                  | Position Control             |                  |                  |                  |                  |
|--------------------------|------------------|------------------|------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL                | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION        | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt            | 195,760          | 207,000          | Director                     | 1                | 1                | 75,000           | 75,000           |
| Salaries-Bargaining Unit | 318,899          | 285,490          | City Engineer                | 1                | 1                | 75,000           | 75,000           |
| Adjustment to Salaries   | 0                | 0                | Streets Light Foreman        | 1                | 0                | 45,760           | 0                |
| Overtime                 | 3,000            | 3,000            | Traffic Manager/Building     | 0                | 1                | 0                | 57,000           |
| Fringe Benefits          | (41,396)         | 37,907           | Maintenance Supervisor       |                  |                  |                  |                  |
| TOTAL                    | 476,263          | 533,397          | Total Management             | 3                | 3                | 195,760          | 207,000          |
| SERVICES                 |                  |                  | Secretary I                  | 1                | 1                | 37,243           | 37,564           |
|                          |                  |                  | Laborer II                   | 4                | 1                | 145,815          | 37,260           |
| Communications           | 7,750            | 8,250            | Laborer II/Building Maint.   | 0                | 1                | 0                | 37,260           |
| Professional Services    | 38,000           | 275,000          | Laborer I/Custodian          | 0                | 1                | 0                | 36,231           |
| Utilities                | 480,200          | 450,200          | Engineer's Representative IV | 1                | 1                | 51,647           | 52,153           |
| Insurance                | 0                | 0                | Registrar of Real Estate III | 1                | 1                | 43,942           | 44,375           |
| Rentals                  | 40,000           | 22,600           | Secretary II                 | 1                | 1                | 40,252           | 40,647           |
| Maintenance & Repairs    | 221,700          | 308,900          |                              |                  |                  |                  |                  |
| Contracted Services      | 14,250           | 14,100           | Total Bargaining Unit        | 8                | 7                | 318,899          | 285,490          |
| TOTAL                    | 801,900          | 1,079,050        | Overtime                     |                  |                  | 3,000            | 3,000            |
| SUPPLIES                 |                  |                  | FICA                         |                  |                  | 39,604           | 37,907           |
|                          |                  |                  | Concessions                  |                  |                  | (81,000)         | 0                |
| Supplies                 | 80,450           | 65,950           |                              |                  |                  |                  |                  |
| Minor Capital Equipment  | 11,900           | 11,900           | Total Fringe Benefits        |                  |                  | (41,396)         | 37,907           |
| TOTAL                    | 92,350           | 77,850           | TOTAL                        | 11               | 10               | 476,263          | 533,397          |
| OTHER                    | 734,341          | 760,000          |                              |                  |                  |                  |                  |
| TOTAL APPROPRIATION      | 2,104,854        | 2,450,297        |                              |                  |                  |                  |                  |

## PUBLIC WORKS

| EMPLOYEE | POSITION   | ANNIV<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|----------|--|-----------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|          | DIRECTOR (PUBLIC WORKS)                                      | 9 16 1996       | 75,000.00                   |                                | 0.00                       | 0.00          | 75,000.00      | 0.00             | 5,738.00  | 0.00               | 80,738.00  |
|          | CITY ENGINEER  | 5 19 2014       | 75,000.00                   |                                | 0.00                       | 0.00          | 75,000.00      | 0.00             | 5,738.00  | 0.00               | 80,738.00  |
|          | TRAFFIC MANAGER/BUILDING                                     |                 |                             |                                |                            |               |                |                  |           |                    |            |
|          | MAINTENANCE SUPERVISOR                                       | 4 22 2013       | 45,760.00                   | 11,240.00                      | 0.00                       | 0.00          | 57,000.00      | 0.00             | 4,361.00  | 0.00               | 61,361.00  |
| 3.00     | MANAGEMENT TOTALS  |                 | 195,760.00                  | 11,240.00                      | 0.00                       | 0.00          | 207,000.00     | 0.00             | 15,837.00 | 0.00               | 222,837.00 |
|          |  |                 |                             |                                |                            |               |                |                  |           |                    |            |
|          | ENGINEER'S REPRESENTATIVE IV                                 | 11 4 1985       | 50,634.36                   |                                | 0.00                       | 1,012.69      | 52,153.00      | 0.00             | 3,990.00  | 0.00               | 56,143.00  |
|          | LABORER II/BUILDING MAINT.                                   | 7 30 1979       | 36,174.45                   |                                | 0.00                       | 723.49        | 37,260.00      | 0.00             | 2,850.00  | 0.00               | 40,110.00  |
|          | LABORER I/CUSTODIAN  | 11 25 1991      | 35,175.39                   |                                | 0.00                       | 703.51        | 36,231.00      | 0.00             | 2,772.00  | 0.00               | 39,003.00  |
|          | LABORER II   | 8 19 1991       | 36,174.45                   |                                | 0.00                       | 723.49        | 37,260.00      | 0.00             | 2,850.00  | 0.00               | 40,110.00  |
|          | REGISTRAR OF REAL ESTATE III                                 | 7 31 1995       | 43,292.78                   |                                | 0.00                       | 649.39        | 44,375.00      | 0.00             | 3,395.00  | 0.00               | 47,770.00  |
|          | SECRETARY I  | 3 16 2009       | 36,098.98                   | 1,092.75                       | 371.92                     | 0.00          | 37,564.00      | 0.00             | 2,874.00  | 0.00               | 40,438.00  |
|          | SECRETARY II   | 6 23 1980       | 39,463.06                   |                                | 0.00                       | 789.26        | 40,647.00      | 0.00             | 3,109.00  | 0.00               | 43,756.00  |
| 7.00     | BARGAINING UNIT TOTALS                                       |                 | 277,013.47                  | 1,092.75                       | 2,781.06                   | 4,601.82      | 285,490.00     | 0.00             | 21,840.00 | 0.00               | 307,330.00 |
| 10.00    | TOTAL  |                 | 472,773.47                  | 12,332.75                      | 2,781.06                   | 4,601.82      | 492,490.00     | 0.00             | 37,677.00 | 0.00               | 530,167.00 |
| OVERTIME |  |                 |                             |                                |                            |               | 3,000.00       | 0.00             | 230.00    | 0.00               | 3,230.00   |
|          | TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                 |                             |                                |                            |               | 495,490.00     | 0.00             | 37,907.00 | 0.00               | 533,397.00 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0186).



# 2015 Approved Budget

## Expenditure Line Item

### BUDGET UNIT: 01060160 OFFICE OF PUBLIC WORKS DIRECTOR

| Account                            | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES            | \$380,536.34        | \$399,224.53        | \$381,661.51               | \$514,659.00            | \$492,490.00            |
| 416000 OVERTIME                    | \$573.41            | \$324.44            | \$0.00                     | \$3,000.00              | \$3,000.00              |
| <b>414100 SALARIES/ WAGES</b>      | <b>\$381,109.75</b> | <b>\$399,548.97</b> | <b>\$381,661.51</b>        | <b>\$517,659.00</b>     | <b>\$495,490.00</b>     |
| 419001 SOCIAL SECURITY             | \$29,286.51         | \$30,981.55         | \$29,286.73                | \$39,604.00             | \$37,907.00             |
| 419002 MEDICAL                     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES     | \$0.00              | \$0.00              | \$0.00                     | (\$81,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>      | <b>\$29,286.51</b>  | <b>\$30,981.55</b>  | <b>\$29,286.73</b>         | <b>(\$41,396.00)</b>    | <b>\$37,907.00</b>      |
| <b>419995 PERSONNEL</b>            | <b>\$410,396.26</b> | <b>\$430,530.52</b> | <b>\$410,948.24</b>        | <b>\$476,263.00</b>     | <b>\$533,397.00</b>     |
| 420010 ADVERTISING                 | \$1,127.50          | \$1,248.67          | \$2,528.90                 | \$4,000.00              | \$4,000.00              |
| 420040 TELEPHONE                   | \$2,563.19          | \$3,577.86          | \$3,100.83                 | \$3,500.00              | \$4,000.00              |
| 420050 POSTAGE                     | \$160.64            | \$170.56            | \$104.69                   | \$250.00                | \$250.00                |
| <b>420100 COMMUNICATIONS</b>       | <b>\$3,851.33</b>   | <b>\$4,997.09</b>   | <b>\$5,734.42</b>          | <b>\$7,750.00</b>       | <b>\$8,250.00</b>       |
| 421030 CONSULTING                  | \$0.00              | \$16,136.25         | \$24,457.40                | \$38,000.00             | \$25,000.00             |
| 421050 OTHER PROFESSIONAL FEES     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$250,000.00            |
| 421080 FILING FEES                 | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>421100 PROFESSIONAL SRVC</b>    | <b>\$0.00</b>       | <b>\$16,136.25</b>  | <b>\$24,457.40</b>         | <b>\$38,000.00</b>      | <b>\$275,000.00</b>     |
| 422000 SEWERAGE                    | \$3,990.30          | \$11,459.63         | \$3,594.12                 | \$5,500.00              | \$5,500.00              |
| 422010 WATER                       | \$14,828.61         | \$34,959.81         | \$12,342.23                | \$18,000.00             | \$18,000.00             |
| 422020 ELECTRICITY                 | \$296,932.59        | \$154,918.03        | \$123,831.62               | \$273,000.00            | \$263,000.00            |
| 422030 HEAT                        | \$111,087.98        | \$96,205.03         | \$70,058.38                | \$169,800.00            | \$149,800.00            |
| 422070 POWER-TRAFFIC LIGHTS        | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 422080 SEWERAGE MAINT CHARGES      | \$586.62            | \$2,054.54          | \$539.78                   | \$900.00                | \$900.00                |
| 422090 REFUSE                      | \$0.00              | \$0.00              | \$197.02                   | \$6,400.00              | \$6,400.00              |
| 422091 DISPOSAL                    | \$0.00              | \$0.00              | \$5,454.85                 | \$6,600.00              | \$6,600.00              |
| <b>422100 UTILITIES &amp; SRVC</b> | <b>\$427,426.10</b> | <b>\$299,597.04</b> | <b>\$216,018.00</b>        | <b>\$480,200.00</b>     | <b>\$450,200.00</b>     |
| 424060 OTHER RENTALS               | \$0.00              | \$9,186.20          | \$0.00                     | \$0.00                  | \$22,600.00             |
| 424100 RENTALS                     | \$20,752.93         | \$0.00              | \$6,814.50                 | \$40,000.00             | \$0.00                  |
| <b>424100 RENTALS</b>              | <b>\$20,752.93</b>  | <b>\$9,186.20</b>   | <b>\$6,814.50</b>          | <b>\$40,000.00</b>      | <b>\$22,600.00</b>      |
| 425021 STREET LIGHTS               | (\$5,840.35)        | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 425030 BUILDING MAINT              | \$16,131.01         | \$28,525.31         | \$30,019.16                | \$50,000.00             | \$137,900.14            |
| 425090 MAINT SERV CONTRACT         | \$17,804.33         | \$37,201.73         | \$81,753.33                | \$171,000.00            | \$171,000.00            |
| 425099 OTHER CONT MAINT            | \$635.00            | \$7.98              | \$446.00                   | \$700.00                | \$0.00                  |
| <b>425100 MAINT &amp; REPAIRS</b>  | <b>\$28,729.99</b>  | <b>\$65,735.02</b>  | <b>\$112,218.49</b>        | <b>\$221,700.00</b>     | <b>\$308,900.14</b>     |
| 429000 SEWER LINE VIDEO/TV SVCS    | \$1,425.00          | \$9,502.50          | \$0.00                     | \$2,000.00              | \$2,000.00              |
| 429001 TUITION/TRAINING            | \$0.00              | \$0.00              | \$435.90                   | \$2,500.00              | \$2,500.00              |
| 429005 NUISANCE                    | \$0.00              | \$0.00              | \$2,690.00                 | \$3,000.00              | \$3,000.00              |
| 429014 CONTRACTED PERSONNEL SVS.   | \$0.00              | \$0.00              | \$5,561.99                 | \$6,000.00              | \$6,000.00              |
| 429016 CONFERENCES                 | \$0.00              | \$175.00            | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                 | \$0.00              | \$0.00              | \$0.00                     | \$150.00                | \$0.00                  |
| 429018 PERMITS                     | \$528.00            | \$122.00            | \$50.00                    | \$600.00                | \$600.00                |
| <b>429100 CONTRACTED SRVC</b>      | <b>\$1,953.00</b>   | <b>\$9,799.50</b>   | <b>\$8,737.89</b>          | <b>\$14,250.00</b>      | <b>\$14,100.00</b>      |
| <b>429995 SERVICES</b>             | <b>\$482,713.35</b> | <b>\$405,451.10</b> | <b>\$373,980.70</b>        | <b>\$801,900.00</b>     | <b>\$1,079,050.14</b>   |
| 430002 SOFTWARE                    | \$0.00              | \$0.00              | \$0.00                     | \$4,000.00              | \$4,000.00              |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01060160 OFFICE OF PUBLIC WORKS DIRECTOR

| Account                               | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 430009 OFFICE                         | \$220.69              | \$2,019.12            | \$1,891.74                 | \$2,100.00              | \$2,100.00              |
| 430011 CUSTODIAL                      | \$21,288.36           | \$33,366.79           | \$30,426.08                | \$36,500.00             | \$36,500.00             |
| 430013 FIREFIGHTING                   | \$0.00                | \$0.00                | \$532.10                   | \$2,000.00              | \$6,000.00              |
| 430014 WEARING APPAREL                | \$0.00                | \$0.00                | \$1,653.15                 | \$2,400.00              | \$2,400.00              |
| 430030 SNOW CONTROL                   | \$0.00                | \$0.00                | \$1,500.00                 | \$1,500.00              | \$3,000.00              |
| 430036 BLDG CONSTRUCTION              | \$0.00                | \$0.00                | \$13,188.38                | \$22,445.00             | \$0.00                  |
| 430042 TOOLS & HARDWARE               | \$0.00                | \$0.00                | \$0.00                     | \$1,500.00              | \$1,500.00              |
| 430055 MECH EQUIP PARTS               | \$0.00                | \$0.00                | \$0.00                     | \$1,000.00              | \$10,000.00             |
| 430090 KEEP HBG CLEAN                 | \$0.00                | \$0.00                | \$6,554.88                 | \$6,555.00              | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP          | \$15.00               | \$0.00                | \$445.36                   | \$450.00                | \$450.00                |
| <b>430100 SUPPLIES &amp; EXP</b>      | <b>\$21,524.05</b>    | <b>\$35,385.91</b>    | <b>\$56,191.69</b>         | <b>\$80,450.00</b>      | <b>\$65,950.00</b>      |
| 439015 OFFICE EQUIPMENT               | \$0.00                | \$0.00                | \$11,878.20                | \$11,900.00             | \$11,900.00             |
| <b>439100 MINOR CAPITAL</b>           | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$11,878.20</b>         | <b>\$11,900.00</b>      | <b>\$11,900.00</b>      |
| <b>439995 SUPPLIES</b>                | <b>\$21,524.05</b>    | <b>\$35,385.91</b>    | <b>\$68,069.89</b>         | <b>\$92,350.00</b>      | <b>\$77,850.00</b>      |
| 452000 BUILDINGS AND STRUCTURES       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 453000 OPERATIONS EQUIPMENT           | \$48,000.00           | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 453049 LEASE PURCHASE                 | \$1,553.13            | \$0.00                | \$176,155.66               | \$227,241.00            | \$0.00                  |
| 456000 MAINS AND ACCESSORIES          | \$235,558.98          | \$452,351.42          | \$26,443.28                | \$50,000.00             | \$0.00                  |
| 458060 STREETS AND ROADS              | \$0.00                | \$151,847.27          | \$207,500.00               | \$450,000.00            | \$755,000.00            |
| 453090 OTHER CAPITAL EQUIPMENT        | \$0.00                | \$0.00                | \$0.00                     | \$7,100.00              | \$5,000.00              |
| <b>450100 CAPITAL OUTLAY</b>          | <b>\$285,112.11</b>   | <b>\$604,198.69</b>   | <b>\$410,098.94</b>        | <b>\$734,341.00</b>     | <b>\$760,000.00</b>     |
| 456014 SEWER MAINS & ACCESSORIES      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>456100 MAINS &amp; ACCESSORIES</b> | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 485000 REFUND PRIOR YEAR REVENUE      | \$10,620.00           | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 486001 PYT OF PRIOR YR EXP-ELECT      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>480100 NON-EXP ITEMS</b>           | <b>\$10,620.00</b>    | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>499995 OTHER</b>                   | <b>\$295,732.11</b>   | <b>\$604,198.69</b>   | <b>\$410,098.94</b>        | <b>\$734,341.00</b>     | <b>\$760,000.00</b>     |
| <b>01060160 PUBLIC WORKS DIRECTOR</b> | <b>\$1,210,365.77</b> | <b>\$1,475,566.22</b> | <b>\$1,263,097.77</b>      | <b>\$2,104,854.00</b>   | <b>\$2,450,297.14</b>   |

**BUREAU OF NEIGHBORHOOD SERVICES - CITY SERVICES**

The Bureau of Neighborhood Services was created in January 2003, through the consolidation of the previous Bureaus of City Services and Sanitation. The Bureau of Neighborhood Services - City Services provides a variety of services to the residents and businesses of the City, contingent upon weather conditions. These services include general repairs to the roadway, resurfacing of worn and deteriorating roadways and alleys, and preparing and maintaining safe roadway conditions in time of snow and ice. This bureau also repairs and maintains all City sewer and storm inlets. Additional responsibilities include leaf collection in the fall and Christmas tree pick-up after Christmas, street cleaning year-round by crews that operate motorized street sweepers and flusher trucks that keep down the dust, and demolition of blighted and deteriorating properties.

In 2004, by way of Mayoral Directive, the Bureau of Traffic Engineering was consolidated into the Bureau of Neighborhood Services - City Services. Because of this consolidation, the Bureau of Neighborhood Services - City Services acquired additional responsibilities such as the operation and maintenance of ninety-one signalized intersections; eight flashing/warning signal locations; the burglar and fire alarm systems and the Public Works Radio system, as well as the fabrication, installation, and maintenance of all traffic control signage; street name signs; and the pavement marking for vehicular and pedestrian control. In addition, the Bureau maintains the electrical and sound systems in the City Park complexes and the special events hosted by the Department of Parks, Recreation and Enrichment, as well as all outline lighting on City Island, lighting in Riverfront Park, and the Walnut Street Bridge; Christmas decorations and all decorative banners in the City.

In 2006, all personnel related costs were transferred from the State Liquid Fuels Tax Fund to the General Fund. A corresponding amount of utility costs were transferred to the State Liquid Fuels Fund from the General Fund. These transfers were performed to ease compliance and reporting regarding the use of State Liquid Fuels Tax monies. This bureau received the former State Liquid Fuels Tax Fund positions.

**EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET**

General Fund

0162 Neighborhood Services - City Services

| Allocation Plan         |                  |                  |                               | Position Control |                  |                  |                  |
|-------------------------|------------------|------------------|-------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION         | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 30,000           | 30,000           | Deputy Director (50%)         | 0.50             | 0.50             | 30,000           | 30,000           |
| Salaries-BU             | 1,370,799        | 1,302,715        |                               |                  |                  |                  |                  |
| Temporary Employees     | 62,000           | 0                | Total Management              | 0.50             | 0.50             | 30,000           | 30,000           |
| Overtime                | 172,870          | 172,870          |                               |                  |                  |                  |                  |
| Fringe Benefits         | (61,704)         | 115,177          | Demolition Crew Leader        | 1                | 1                | 48,098           | 48,575           |
|                         |                  |                  | Traffic Engineering Tech. III | 4                | 4                | 188,122          | 189,970          |
| TOTAL                   | 1,573,965        | 1,620,762        | Construction Tradesman        | 1                | 1                | 47,088           | 47,319           |
|                         |                  |                  | Heavy Equipment Operator III  | 5                | 5                | 234,979          | 232,816          |
| SERVICES                |                  |                  | Street Maintenance Worker III | 1                | 0                | 46,858           | 0                |
| Communications          | 23,550           | 18,750           | Street Maintenance Worker II  | 2                | 3                | 87,885           | 133,342          |
| Professional Services   | 3,190            | 3,190            | Street Maintenance Worker I   | 3                | 2                | 126,110          | 82,561           |
| Utilities               | 545,160          | 848,160          | Demolition Specialist I       | 2                | 2                | 78,271           | 82,154           |
| Insurance               | 0                | 0                | Demolition Specialist III     | 1                | 0                | 46,858           | 0                |
| Rentals                 | 33,500           | 20,778           | Motor Equipment Operator      | 1                | 1                | 39,858           | 40,252           |
| Maintenance & Repairs   | 44,838           | 104,838          | Stadium Groundskeeper         | 1                | 1                | 48,098           | 48,574           |
| Contracted Services     | 34,500           | 34,500           | Construction Tradesman II     | 1                | 1                | 48,575           | 49,051           |
|                         |                  |                  | Crew Leader IV                | 2                | 2                | 96,911           | 97,863           |
| TOTAL                   | 684,738          | 1,030,216        | Landscape Specialist II       | 1                | 1                | 45,155           | 45,602           |
|                         |                  |                  | Botanical Specialist I        | 1                | 1                | 46,836           | 48,770           |
| SUPPLIES                |                  |                  | Tradesman I                   | 1                | 1                | 40,252           | 40,647           |
| Supplies                | 644,587          | 579,087          | Gardener I                    | 1                | 0                | 40,229           | 0                |
| Minor Capital Equipment | 20,518           | 7,040            | Laborer I                     | 1                | 0                | 25,000           | 0                |
|                         |                  |                  | Laborer III                   | 2                | 2                | 74,616           | 75,361           |
|                         |                  |                  | Traffic Technician I          | 1                | 1                | 38,000           | 39,858           |
|                         |                  |                  | Reallocation                  |                  |                  | (77,000)         | 0                |
| TOTAL                   | 665,105          | 586,127          |                               |                  |                  |                  |                  |
|                         |                  |                  | Total Bargaining Unit         | 33               | 29               | 1,370,799        | 1,302,715        |
| OTHER                   | 287,905          | 409,741          |                               |                  |                  |                  |                  |
|                         |                  |                  | Temporary Employees           |                  |                  | 62,000           | 0                |
|                         |                  |                  | Overtime                      |                  |                  | 172,870          | 172,870          |
|                         |                  |                  | FICA                          |                  |                  | 124,296          | 115,177          |
|                         |                  |                  | Concessions                   |                  |                  | (186,000)        | 0                |
|                         |                  |                  | Total Fringe Benefits         |                  |                  | (61,704)         | 115,177          |
| TOTAL APPROPRIATION     | 3,211,713        | 3,646,846        | TOTAL                         | 33.50            | 29.50            | 1,573,965        | 1,620,762        |

PUBLIC WORKS

| EMPLOYEE   | POSITION                                | ANNIV<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA       | FRINGE<br>BENEFITS | TOTAL        |
|--|---|-----------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|------------|--------------------|--------------|
|  | DEPUTY DIRECTOR FOR PUBLIC<br>WORKS 50% | 4               | 3                           | 1995                           | \$ 30,000.00               | 0.00          | 0.00           | 0.00             | 0.00       | 0.00               | 32,295.00    |
| 0.50   | MANAGEMENT TOTALS                       |                 |                             |                                | 30,000.00                  | 0.00          | 0.00           | 0.00             | 2,295.00   | 0.00               | 32,295.00    |
|  |   | 3               | 24                          | 1997                           | \$ 44,708.16               | 2,914.72      | 476.23         | 670.62           | 48,769.73  | 0.00               | 52,500.61    |
|  | BOTANICAL SPECIALIST I                  | 3               | 16                          | 1998                           | \$ 46,165.13               | 0.00          | 461.65         | 692.48           | 47,319.26  | 0.00               | 50,939.18    |
|  | CONSTRUCTION TRADESMAN                  | 10              | 7                           | 1987                           | \$ 47,822.08               | 0.00          | 476.22         | 952.44           | 49,050.74  | 0.00               | 52,803.12    |
|  | CONSTRUCTION TRADESMAN II               | 6               | 17                          | 1991                           | \$ 47,822.08               | 0.00          | 476.22         | 952.44           | 49,050.74  | 0.00               | 52,803.12    |
|  | CREW LEADER IV                          | 7               | 11                          | 1994                           | \$ 47,822.08               | 0.00          | 476.22         | 714.33           | 48,812.63  | 0.00               | 52,546.80    |
|  | CREW LEADER IV                          | 2               | 11                          | 2002                           | \$ 47,822.08               | 0.00          | 476.22         | 476.22           | 48,574.52  | 0.00               | 52,290.47    |
|  | DEMOLITION CREW LEADER                  | 1               | 1                           | 2015                           | \$ -                       | 0.00          | 0.00           | 0.00             | 3,142.39   | 0.00               | 44,219.36    |
|  | DEMOLITION SPECIALIST I                 | 1               | 1                           | 2015                           | \$ -                       | 0.00          | 0.00           | 0.00             | 3,142.39   | 0.00               | 44,219.36    |
|  | DEMOLITION SPECIALIST I                 | 1               | 1                           | 2015                           | \$ -                       | 0.00          | 0.00           | 0.00             | 3,142.39   | 0.00               | 44,219.36    |
|  | HEAVY EQUIPMENT OPERATOR III            | 10              | 6                           | 2014                           | \$ 46,165.13               | 0.00          | 461.65         | 0.00             | 3,566.95   | 0.00               | 50,193.73    |
|  | HEAVY EQUIPMENT OPERATOR III            | 4               | 30                          | 1979                           | \$ 46,165.13               | 0.00          | 461.65         | 923.30           | 3,637.58   | 0.00               | 51,187.67    |
|  | HEAVY EQUIPMENT OPERATOR III            | 8               | 15                          | 2011                           | \$ 46,165.13               | 0.00          | 461.65         | 0.00             | 3,566.95   | 0.00               | 50,193.73    |
|  | HEAVY EQUIPMENT OPERATOR III            | 7               | 28                          | 2014                           | \$ 36,798.86               | 7,909.30      | 447.08         | 0.00             | 3,454.38   | 0.00               | 48,609.62    |
|  | HEAVY EQUIPMENT OPERATOR III            | 2               | 10                          | 2003                           | \$ 46,165.13               | 0.00          | 461.65         | 230.83           | 3,584.61   | 0.00               | 50,442.22    |
|  | LABORER III                             | 12              | 28                          | 2005                           | \$ 37,215.17               | 0.00          | 372.15         | 186.08           | 2,889.66   | 0.00               | 40,663.06    |
|  | LABORER III                             | 2               | 17                          | 2009                           | \$ 37,215.17               | 0.00          | 372.15         | 0.00             | 2,875.43   | 0.00               | 40,462.75    |
|  | LANDSCAPE SPECIALIST II                 | 5               | 8                           | 2000                           | \$ 44,708.16               | 0.00          | 447.08         | 447.08           | 3,488.58   | 0.00               | 49,090.90    |
|  | MOTOR EQUIPMENT OPERATOR                | 7               | 2                           | 2001                           | \$ 39,463.06               | 0.00          | 394.63         | 394.63           | 3,079.30   | 0.00               | 43,331.62    |
|  | STADIUM GROUNDSKEEPER                   | 5               | 4                           | 1998                           | \$ 47,822.08               | 0.00          | 476.22         | 476.22           | 3,715.95   | 0.00               | 52,290.47    |
|  | STREETS MAINTENANCE WORKER I            | 3               | 12                          | 2001                           | \$ 40,670.27               | 0.00          | 406.70         | 406.70           | 3,173.50   | 0.00               | 44,657.18    |
|  | STREETS MAINTENANCE WORKER I            | 10              | 20                          | 2008                           | \$ 40,670.27               | 0.00          | 406.70         | 0.00             | 3,142.39   | 0.00               | 44,219.36    |
|  | STREETS MAINTENANCE WORKER II           | 7               | 27                          | 1992                           | \$ 43,292.78               | 0.00          | 432.93         | 865.86           | 3,411.25   | 0.00               | 48,002.82    |
|  | STREETS MAINTENANCE WORKER II           | 3               | 16                          | 1998                           | \$ 43,292.78               | 0.00          | 432.93         | 865.86           | 3,411.25   | 0.00               | 48,002.82    |
|  | STREETS MAINTENANCE WORKER II           | 5               | 8                           | 2000                           | \$ 43,292.78               | 0.00          | 432.93         | 865.86           | 3,378.14   | 0.00               | 47,536.77    |
|  | TRAFFIC TECHNICIAN I                    | 6               | 24                          | 1991                           | \$ 39,463.06               | 0.00          | 394.63         | 789.26           | 3,109.49   | 0.00               | 43,756.44    |
|  | TRAFFIC TECHNICIAN I                    | 7               | 28                          | 2014                           | \$ 32,552.87               | 6,910.19      | 394.63         | 0.00             | 3,049.11   | 0.00               | 42,906.80    |
|  | TRAFFIC ENGINEERING TECHNICIAN III      | 5               | 23                          | 1985                           | \$ 46,165.13               | 0.00          | 461.65         | 923.30           | 3,637.58   | 0.00               | 51,187.67    |
|  | TRAFFIC ENGINEERING TECHNICIAN III      | 7               | 6                           | 1987                           | \$ 46,165.13               | 0.00          | 461.65         | 923.30           | 3,637.58   | 0.00               | 51,187.67    |
|  | TRAFFIC ENGINEERING TECHNICIAN III      | 8               | 27                          | 1990                           | \$ 46,165.13               | 0.00          | 461.65         | 923.30           | 3,637.58   | 0.00               | 51,187.67    |
|  | TRAFFIC ENGINEERING TECHNICIAN III      | 7               | 8                           | 1996                           | \$ 46,165.13               | 0.00          | 461.65         | 692.48           | 3,619.92   | 0.00               | 50,939.18    |
| 29.00  | BARGAINING UNIT TOTALS                  |                 |                             |                                | 1,176,939.96               | 17,734.21     | 11,946.74      | 13,939.66        | 99,657.66  | 0.00               | 1,402,372.18 |
| 29.50  | TOTAL                                   |                 |                             |                                | 1,206,939.96               | 17,734.21     | 11,946.74      | 13,939.66        | 101,952.66 | 0.00               | 1,434,667.18 |
| OVERTIME   |   |                 |                             |                                |                            |               |                | 172,870.00       | 13,224.56  | 0.00               | 186,094.56   |
| TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |   |                 |                             |                                |                            |               |                | 1,505,584.52     | 115,177.22 | 0.00               | 1,620,761.74 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01060162 BUREAU OF CITY SERVICES

| Account                            | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES            | \$1,400,802.98        | \$1,368,473.32        | \$1,029,886.59             | \$1,400,799.00          | \$1,332,714.52          |
| 415000 TEMPORARY                   | \$0.00                | \$0.00                | \$0.00                     | \$62,000.00             | \$0.00                  |
| 416000 OVERTIME                    | \$79,696.74           | \$106,711.57          | \$162,509.99               | \$172,870.00            | \$172,870.00            |
| <b>414100 SALARIES/ WAGES</b>      | <b>\$1,480,499.72</b> | <b>\$1,475,184.89</b> | <b>\$1,192,396.58</b>      | <b>\$1,635,669.00</b>   | <b>\$1,505,584.52</b>   |
| 419001 SOCIAL SECURITY             | \$113,396.96          | \$113,431.89          | \$92,059.55                | \$124,296.00            | \$115,177.22            |
| 419002 MEDICAL                     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES     | \$0.00                | \$0.00                | \$0.00                     | (\$186,000.00)          | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>      | <b>\$113,396.96</b>   | <b>\$113,431.89</b>   | <b>\$92,059.55</b>         | <b>(\$61,704.00)</b>    | <b>\$115,177.22</b>     |
| <b>419995 PERSONNEL</b>            | <b>\$1,593,896.68</b> | <b>\$1,588,616.78</b> | <b>\$1,284,456.13</b>      | <b>\$1,573,965.00</b>   | <b>\$1,620,761.74</b>   |
| 420010 ADVERTISING                 | \$270.00              | \$308.25              | \$0.00                     | \$650.00                | \$650.00                |
| 420020 PRINTING                    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 420040 TELEPHONE                   | \$13,032.40           | \$15,356.02           | \$22,674.60                | \$22,800.00             | \$18,000.00             |
| 420050 POSTAGE                     | \$6.42                | \$10.18               | \$2.82                     | \$100.00                | \$100.00                |
| <b>420100 COMMUNICATIONS</b>       | <b>\$13,308.82</b>    | <b>\$15,674.45</b>    | <b>\$22,677.42</b>         | <b>\$23,550.00</b>      | <b>\$18,750.00</b>      |
| 421050 OTHER PROFESSIONAL FEES     | \$8,500.00            | \$165.50              | \$0.00                     | \$300.00                | \$300.00                |
| 421070 ARBITRATION                 | \$0.00                | \$0.00                | \$0.00                     | \$2,890.00              | \$2,890.00              |
| <b>421100 PROFESSIONAL SRVC</b>    | <b>\$8,500.00</b>     | <b>\$165.50</b>       | <b>\$0.00</b>              | <b>\$3,190.00</b>       | <b>\$3,190.00</b>       |
| 422000 SEWERAGE                    | \$10,356.70           | \$13,904.82           | \$23,059.49                | \$23,100.00             | \$23,100.00             |
| 422010 WATER                       | \$43,368.28           | \$49,067.11           | \$55,168.75                | \$65,000.00             | \$65,000.00             |
| 422020 ELECTRICITY                 | \$23,505.53           | \$44,732.02           | \$48,620.12                | \$51,000.00             | \$51,000.00             |
| 422030 HEAT                        | \$32,965.71           | \$67,580.31           | \$78,427.25                | \$79,930.00             | \$79,930.00             |
| 422060 POWER-STREET LIGHTS         | \$0.00                | \$255,705.10          | \$124,117.38               | \$285,500.00            | \$585,500.00            |
| 422070 POWER-TRAFFIC LIGHTS        | \$23,072.18           | \$23,435.77           | \$6,063.07                 | \$29,000.00             | \$29,000.00             |
| 422080 SEWERAGE MAINT CHARGES      | \$1,519.47            | \$2,662.46            | \$4,793.80                 | \$4,800.00              | \$4,800.00              |
| 422090 REFUSE                      | \$837.27              | \$522.18              | \$171.25                   | \$2,200.00              | \$2,200.00              |
| 422091 DISPOSAL                    | \$0.00                | \$1,317.27            | \$1,074.15                 | \$4,630.00              | \$7,630.00              |
| 422095 UTILITIES & SERVICES        | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>422100 UTILITIES &amp; SRVC</b> | <b>\$135,625.14</b>   | <b>\$458,927.04</b>   | <b>\$341,495.26</b>        | <b>\$545,160.00</b>     | <b>\$848,160.00</b>     |
| 424000 VEHICULAR EQUIPMENT         | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 424010 HEAVY EQUIPMENT             | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 424060 OTHER RENTALS               | \$10,787.13           | \$1,753.21            | \$0.00                     | \$20,000.00             | \$7,278.00              |
| 424061 UNIFORM RENTALS             | \$8,580.61            | \$11,338.86           | \$12,900.00                | \$13,500.00             | \$13,500.00             |
| <b>424100 RENTALS</b>              | <b>\$19,367.74</b>    | <b>\$13,092.07</b>    | <b>\$12,900.00</b>         | <b>\$33,500.00</b>      | <b>\$20,778.00</b>      |
| 425000 OFFICE EQUIPMENT            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 425010 VEHICULAR EQUIPMENT         | \$664.27              | \$887.43              | \$819.58                   | \$1,200.00              | \$1,200.00              |
| 425030 BUILDING MAINT              | \$3,265.68            | \$719.40              | \$2,787.75                 | \$3,500.00              | \$3,500.00              |
| 425031 POOLS/RECREATIONAL EQUIP    | \$1,628.90            | \$5,847.06            | \$4,759.50                 | \$19,000.00             | \$79,000.00             |
| 425050 COMMUNICATIONS EQUIPMENT    | \$250.00              | \$198.00              | \$0.00                     | \$150.00                | \$150.00                |
| 425060 OPERATIONS EQUIPMENT        | \$481.68              | \$1,110.69            | \$0.00                     | \$100.00                | \$100.00                |
| 425090 MAINT SERV CONTRACT         | \$4,756.43            | \$6,188.54            | \$13,011.62                | \$13,847.90             | \$13,847.90             |
| 425099 OTHER CONT MAINT            | \$5,197.70            | \$3,449.93            | \$7,031.71                 | \$7,040.00              | \$7,040.00              |
| <b>425100 MAINT &amp; REPAIRS</b>  | <b>\$16,244.66</b>    | <b>\$18,401.05</b>    | <b>\$28,410.16</b>         | <b>\$44,837.90</b>      | <b>\$104,837.90</b>     |
| 429001 TUITION/TRAINING            | \$0.00                | \$0.00                | \$300.00                   | \$300.00                | \$300.00                |

## **2015 Approved Budget**

### Expenditure Line Item

#### **BUDGET UNIT: 01060162 BUREAU OF CITY SERVICES**

| Account                          | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|----------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 429005 NUISANCE                  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429009 ADMIN/TRUSTEE FEE         | \$115.93            | \$0.00              | \$119.70                   | \$120.00                | \$100.00                |
| 429011 DEMOLITION & CLEARING     | \$6,684.09          | \$15,494.74         | \$6,949.52                 | \$29,700.00             | \$29,700.00             |
| 429014 CONTRACTED PERSONNEL SVS. | \$0.00              | \$0.00              | \$4,332.96                 | \$4,380.00              | \$4,400.00              |
| 429016 CONFERENCES               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429090 MISC CONTRACTED SRVCS     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>    | <b>\$6,800.02</b>   | <b>\$15,494.74</b>  | <b>\$11,702.18</b>         | <b>\$34,500.00</b>      | <b>\$34,500.00</b>      |
| <b>429995 SERVICES</b>           | <b>\$199,846.38</b> | <b>\$521,754.85</b> | <b>\$417,185.02</b>        | <b>\$684,737.90</b>     | <b>\$1,030,215.90</b>   |
| 430001 EDUCATIONAL               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430003 SUBSCRIPTIONS             | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430004 AUDIO-VISUAL              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430005 DUPLICATING               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430006 PHOTOGRAPHY               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                    | \$545.16            | \$144.75            | \$470.10                   | \$485.00                | \$485.00                |
| 430011 CUSTODIAL                 | \$3,002.60          | \$5,296.58          | \$1,612.95                 | \$1,750.00              | \$1,750.00              |
| 430012 PERSONAL SAFETY           | \$470.29            | \$496.99            | \$1,020.30                 | \$3,000.00              | \$3,000.00              |
| 430013 FIREFIGHTING              | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430014 WEARING APPAREL           | \$218.00            | \$234.95            | \$2,500.00                 | \$3,400.00              | \$3,400.00              |
| 430016 MEDICAL/LAB               | \$97.44             | \$0.00              | \$0.00                     | \$300.00                | \$300.00                |
| 430030 SNOW CONTROL              | \$4,982.68          | \$2,387.61          | \$37,868.68                | \$112,900.00            | \$37,700.00             |
| 430031 ASPHALT                   | \$9,094.47          | \$16,090.22         | \$15,702.28                | \$21,000.00             | \$21,000.00             |
| 430032 CONCRETE                  | \$593.29            | \$2,356.83          | \$0.00                     | \$2,000.00              | \$2,000.00              |
| 430033 STREET SIGN               | \$907.57            | \$4,497.37          | \$11,542.03                | \$12,000.00             | \$12,000.00             |
| 430034 TRAFFIC CONTROL           | \$13,514.00         | \$23,804.31         | \$50,430.96                | \$58,500.00             | \$153,000.00            |
| 430035 VECTOR CONTROL            | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430036 BLDG CONSTRUCTION         | \$1,312.22          | \$1,000.00          | \$3,786.80                 | \$4,000.00              | \$4,000.00              |
| 430037 CHEMICALS                 | \$13,641.52         | \$17,672.07         | \$13,787.51                | \$35,300.00             | \$41,500.00             |
| 430038 SEWER GRATES/MANHOLE CVR  | \$10,680.38         | \$13,240.32         | \$6,209.27                 | \$10,000.00             | \$10,000.00             |
| 430040 BOTANICAL                 | \$6,153.64          | \$9,854.43          | \$30,127.76                | \$76,800.00             | \$46,800.00             |
| 430041 PLAYGROUND                | \$0.00              | \$194.87            | \$1,630.00                 | \$7,000.00              | \$7,000.00              |
| 430042 TOOLS & HARDWARE          | \$2,447.20          | \$1,787.95          | \$8,784.72                 | \$32,935.00             | \$40,135.00             |
| 430043 DECORATIONS               | \$0.00              | \$0.00              | \$628.81                   | \$12,000.00             | \$10,000.00             |
| 430050 MOTOR FUELS/LUBRICANTS    | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430051 TIRES & BATTERIES         | \$0.00              | \$10,409.36         | \$589.92                   | \$16,200.00             | \$0.00                  |
| 430052 VEHICLE PARTS & SUPPLIES  | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430053 VEHICLE REPAIR TOOLS      | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430055 MECH EQUIP PARTS          | \$0.00              | \$0.00              | \$1,200.00                 | \$1,200.00              | \$1,200.00              |
| 430056 STREET LIGHTS             | \$100,222.21        | \$139,823.47        | \$154,588.13               | \$222,350.00            | \$172,350.00            |
| 430057 PIPE CONNECTIONS          | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP     | \$0.00              | \$3,682.84          | \$11,462.31                | \$11,467.10             | \$11,467.10             |
| <b>430100 SUPPLIES &amp; EXP</b> | <b>\$167,882.67</b> | <b>\$252,974.92</b> | <b>\$353,942.53</b>        | <b>\$644,587.10</b>     | <b>\$579,087.10</b>     |

## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: 01060162 BUREAU OF CITY SERVICES

| Account                         | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 439015 OFFICE EQUIPMENT         | \$0.00                | \$2,750.00            | \$9,144.34                 | \$10,040.00             | \$3,840.00              |
| 439040 EQUIPMENT - MOTORIZED    | \$0.00                | \$3,195.00            | \$0.00                     | \$10,478.00             | \$3,200.00              |
| <b>439100 MINOR CAPITAL</b>     |                       | <b>\$5,945.00</b>     | <b>\$9,144.34</b>          | <b>\$20,518.00</b>      | <b>\$7,040.00</b>       |
| <b>439995 SUPPLIES</b>          | <b>\$167,882.67</b>   | <b>\$258,919.92</b>   | <b>\$363,086.87</b>        | <b>\$665,105.10</b>     | <b>\$586,127.10</b>     |
| 452000 BUILDINGS AND STRUCTURES | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 453000 OPERATIONS EQUIPMENT     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 453049 LEASE PURCHASE           | \$7,075.47            | \$0.00                | \$0.00                     | \$60,000.00             | \$287,241.00            |
| 454000 MOTOR EQUIPMENT          | \$0.00                | \$177,010.00          | \$33,567.29                | \$172,700.00            | \$72,500.00             |
| 456000 MAINS AND ACCESSORIES    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$50,000.00             |
| 458010 TRAFFIC SIGNS            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 453037 EQUIPMENT-GARAGE         | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 453039 EQUIPMENT-COMMUNICATION  | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 453052 TRAFFIC CONTROL          | \$0.00                | \$0.00                | \$0.00                     | \$55,205.00             | \$0.00                  |
| <b>450100 CAPITAL OUTLAY</b>    | <b>\$7,075.47</b>     | <b>\$177,010.00</b>   | <b>\$33,567.29</b>         | <b>\$287,905.00</b>     | <b>\$409,741.00</b>     |
| <b>499995 OTHER</b>             | <b>\$7,075.47</b>     | <b>\$177,010.00</b>   | <b>\$33,567.29</b>         | <b>\$287,905.00</b>     | <b>\$409,741.00</b>     |
| <b>01060162 CITY SERVICES</b>   | <b>\$1,968,701.20</b> | <b>\$2,546,301.55</b> | <b>\$2,098,295.31</b>      | <b>\$3,211,713.00</b>   | <b>\$3,646,845.74</b>   |

# BUREAU OF VEHICLE MANAGEMENT CENTER

The Bureau of Vehicle Management is responsible for the administration, maintenance, and repair of the City's vehicular equipment fleet. The fleet consists of over 300 vehicles and pieces of equipment ranging from tractor trailers, articulated wheel loaders, fire apparatus, motor cycles and police vehicles, to small equipment such as tractors and lawnmowers.

The administration of the Bureau includes: preparation of the annual budget submission, equipment specifying, titling, licensing, maintaining of state inspection records, surplus disposal, and the scheduled maintenance and repair of all City-owned vehicles. Other associated activities include, but are not limited to, the maintaining of automated reports/records; a parts and supply inventory; a fuels/lubricants management program; and the testing and evaluation of programs, such as alternate fuels, to determine the feasibility of adoption for City operations. The Bureau has also adopted a new program to keep computerized records to help maintain efficiency in the fleet.

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

General Fund

0172 Vehicle Management

| Allocation Plan         |                  |                  |                             | Position Control |                  |                  |                  |
|-------------------------|------------------|------------------|-----------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION       | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 51,000           | 51,000           | Fleet Manager               | 1                | 1                | 51,000           | 51,000           |
| Salaries-BU             | 425,500          | 379,084          | Total Management            | 1                | 1                | 51,000           | 51,000           |
| Overtime                | 12,570           | 12,000           | Automotive Mechanic IV      | 5                | 4                | 248,971          | 200,820          |
| Fringe Benefits         | (58,118)         | 33,819           | Automotive Body Mechanic IV | 1                | 1                | 48,575           | 49,051           |
| TOTAL                   | 430,952          | 475,903          | Automotive Mechanic I       | 1                | 1                | 42,774           | 43,194           |
| SERVICES                |                  |                  | Parts Person II             | 1                | 1                | 42,800           | 43,219           |
| Communications          | 960              | 2,375            | Administrative Assistant II | 1                | 1                | 42,380           | 42,800           |
| Professional Services   | 0                | 0                | Total Bargaining Unit       | 9                | 8                | 425,500          | 379,084          |
| Utilities               | 43,300           | 38,300           | Overtime                    |                  |                  | 12,570           | 12,000           |
| Insurance               | 0                | 0                | FICA                        |                  |                  | 37,882           | 33,819           |
| Rentals                 | 5,616            | 5,308            | Concessions                 |                  |                  | (96,000)         | 0                |
| Maintenance & Repairs   | 280,788          | 221,500          | Total Fringe Benefits       |                  |                  | (58,118)         | 33,819           |
| Contracted Services     | 31,321           | 10,400           | TOTAL                       | 10               | 9                | 430,952          | 475,903          |
| TOTAL                   | 361,985          | 277,883          |                             |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                             |                  |                  |                  |                  |
| Supplies                | 1,289,289        | 1,035,733        |                             |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                             |                  |                  |                  |                  |
| TOTAL                   | 1,289,289        | 1,035,733        |                             |                  |                  |                  |                  |
| OTHER                   | 55,000           | 100,000          |                             |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 2,137,226        | 1,889,519        |                             |                  |                  |                  |                  |



## PUBLIC WORKS

| EMPLOYEE   | POSITION                    | ANNIV./<br>D.O.B. | 2014<br>END OF YR<br>SALARY | 2015<br>GRADE/STEP<br>INCREASE | 2015<br>ANNUAL<br>INCREASE | 2015<br>LONG. | 2015<br>SALARY | 2015<br>LUMP SUM | FICA      | FRINGE<br>BENEFITS | TOTAL      |
|--|-----------------------------|-------------------|-----------------------------|--------------------------------|----------------------------|---------------|----------------|------------------|-----------|--------------------|------------|
|  | FLEET MANAGER               | 1                 | 1                           | 2014                           | \$                         | 51,000.00     | 0.00           | 0.00             | 0.00      | 3,901.50           | 54,901.50  |
| 1.00   | MANAGEMENT                  |                   |                             |                                |                            | 51,000.00     | 0.00           | 0.00             | 0.00      | 3,901.50           | 54,901.50  |
|  |                             | 10                | 15                          | 1979                           | \$                         | 47,622.08     | 0.00           | 476.22           | 952.44    | 49,050.74          | 52,803.12  |
|  | AUTOMOTIVE BODY MECHANIC IV | 8                 | 3                           | 1992                           | \$                         | 40,670.27     | 1,290.43       | 419.61           | 813.41    | 43,193.72          | 46,498.04  |
|  | AUTOMOTIVE MECHANIC I       | 4                 | 14                          | 1975                           | \$                         | 47,622.08     | 0.00           | 476.22           | 952.44    | 49,050.74          | 52,803.12  |
|  | AUTOMOTIVE MECHANIC IV      | 8                 | 10                          | 1987                           | \$                         | 49,116.21     | 0.00           | 491.16           | 982.32    | 50,589.70          | 54,459.81  |
|  | AUTOMOTIVE MECHANIC IV      | 7                 | 20                          | 1988                           | \$                         | 49,116.21     | 0.00           | 491.16           | 982.32    | 50,589.70          | 54,459.81  |
|  | AUTOMOTIVE MECHANIC IV      | 6                 | 5                           | 1989                           | \$                         | 49,116.21     | 0.00           | 491.16           | 982.32    | 50,589.70          | 54,459.81  |
|  | PARTS PERSON II             | 10                | 20                          | 1986                           | \$                         | 41,960.70     | 0.00           | 419.61           | 839.21    | 43,219.52          | 46,525.81  |
|  | ADMINISTRATIVE ASSISTANT II | 10                | 20                          | 2003                           | \$                         | 41,960.70     | 0.00           | 419.61           | 419.61    | 42,799.92          | 46,074.11  |
| 8.00   | BARGAINING UNIT TOTALS      |                   |                             |                                |                            | 367,184.46    | 1,290.43       | 3,684.75         | 6,924.09  | 379,083.73         | 408,083.63 |
| 9.00   | TOTAL                       |                   |                             |                                |                            | 418,184.46    | 1,290.43       | 3,684.75         | 6,924.09  | 430,083.73         | 462,985.13 |
| OVERTIME   |                             |                   |                             |                                |                            |               |                |                  | 12,000.00 | 918.00             | 12,918.00  |
| TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS |                             |                   |                             |                                |                            |               |                |                  |           |                    | 475,903.13 |

NOTE: MEDICAL, SEVERANCE, UNEMPLOYMENT COMPENSATION, AND WORKERS COMPENSATION COSTS ARE REFLECTED IN GENERAL EXPENSES (0188).

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01060172 BUREAU OF VEHICLE MANAGEMENT

| Account                            | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES            | \$424,336.12        | \$375,594.17        | \$321,534.72               | \$476,500.00            | \$430,083.73            |
| 415000 TEMPORARY                   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 416000 OVERTIME                    | \$2,634.01          | \$2,835.12          | \$12,388.28                | \$12,570.00             | \$12,000.00             |
| <b>414100 SALARIES/ WAGES</b>      | <b>\$426,970.13</b> | <b>\$378,429.29</b> | <b>\$333,923.00</b>        | <b>\$489,070.00</b>     | <b>\$442,083.73</b>     |
| 419001 SOCIAL SECURITY             | \$32,662.72         | \$29,030.86         | \$25,545.21                | \$37,882.00             | \$33,819.41             |
| 419002 MEDICAL                     | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES     | \$0.00              | \$0.00              | \$0.00                     | (\$96,000.00)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>      | <b>\$32,662.72</b>  | <b>\$29,030.86</b>  | <b>\$25,545.21</b>         | <b>(\$58,118.00)</b>    | <b>\$33,819.41</b>      |
| <b>419995 PERSONNEL</b>            | <b>\$459,632.85</b> | <b>\$407,460.15</b> | <b>\$359,468.21</b>        | <b>\$430,952.00</b>     | <b>\$475,903.14</b>     |
| 420010 ADVERTISING                 | \$0.00              | \$0.00              | \$0.00                     | \$370.00                | \$800.00                |
| 420020 PRINTING                    | \$637.57            | \$482.70            | \$449.58                   | \$500.00                | \$500.00                |
| 420040 TELEPHONE                   | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$1,000.00              |
| 420050 POSTAGE                     | \$85.35             | \$76.25             | \$28.47                    | \$90.00                 | \$75.00                 |
| <b>420100 COMMUNICATIONS</b>       | <b>\$722.92</b>     | <b>\$558.95</b>     | <b>\$478.05</b>            | <b>\$960.00</b>         | <b>\$2,375.00</b>       |
| 422000 SEWERAGE                    | \$588.10            | \$852.86            | \$122.22                   | \$1,000.00              | \$1,000.00              |
| 422010 WATER                       | \$12,858.36         | \$18,249.91         | \$2,586.98                 | \$15,000.00             | \$15,000.00             |
| 422020 ELECTRICITY                 | \$21,863.22         | \$17,501.25         | \$19,576.94                | \$20,000.00             | \$20,000.00             |
| 422030 HEAT                        | \$0.00              | \$0.00              | \$0.00                     | \$7,000.00              | \$2,000.00              |
| 422080 SEWERAGE MAINT CHARGES      | \$135.32            | \$127.89            | \$18.34                    | \$300.00                | \$300.00                |
| <b>422100 UTILITIES &amp; SRVC</b> | <b>\$35,445.00</b>  | <b>\$36,731.91</b>  | <b>\$22,304.48</b>         | <b>\$43,300.00</b>      | <b>\$38,300.00</b>      |
| 424050 OFFICE EQUIPMENT            | \$0.00              | \$2,374.21          | \$1,752.00                 | \$2,808.00              | \$2,508.00              |
| 424060 OTHER RENTALS               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 424061 UNIFORM RENTALS             | \$2,398.96          | \$2,730.13          | \$2,500.00                 | \$2,808.00              | \$2,800.00              |
| <b>424100 RENTALS</b>              | <b>\$2,398.96</b>   | <b>\$5,104.34</b>   | <b>\$4,252.00</b>          | <b>\$5,616.00</b>       | <b>\$5,308.00</b>       |
| 425000 OFFICE EQUIPMENT            | \$210.88            | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 425010 VEHICULAR EQUIPMENT         | \$62,239.59         | \$105,789.83        | \$217,566.16               | \$258,000.00            | \$200,000.00            |
| 425021 STREET LIGHTS               | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 425030 BUILDING MAINT              | \$5,142.96          | \$3,406.66          | \$9,426.28                 | \$9,500.00              | \$7,000.00              |
| 425050 COMMUNICATIONS EQUIPMENT    | \$309.97            | \$292.00            | \$0.00                     | \$1,830.00              | \$5,000.00              |
| 425060 OPERATIONS EQUIPMENT        | \$11,271.80         | \$5,140.00          | \$7,558.00                 | \$7,600.00              | \$6,000.00              |
| 425080 SERVICE CONTRACTS           | \$535.13            | \$1,815.00          | \$0.00                     | \$0.00                  | \$0.00                  |
| 425090 MAINT SERV CONTRACT         | \$3,827.38          | \$1,978.02          | \$3,853.49                 | \$3,858.00              | \$3,500.00              |
| 425099 OTHER CONT MAINT            | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>425100 MAINT &amp; REPAIRS</b>  | <b>\$83,537.71</b>  | <b>\$118,421.51</b> | <b>\$238,403.93</b>        | <b>\$280,788.00</b>     | <b>\$221,500.00</b>     |
| 429001 TUITION/TRAINING            | \$0.00              | \$0.00              | \$90.00                    | \$1,500.00              | \$2,000.00              |
| 429005 NUISANCE                    | \$0.00              | \$867.40            | \$627.00                   | \$1,460.00              | \$900.00                |
| 429009 ADMIN/TRUSTEE FEE           | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429012 LAUNDRY                     | \$1,311.92          | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429014 CONTRACTED PERSONNEL SVS.   | \$0.00              | \$0.00              | \$20,861.44                | \$20,861.44             | \$0.00                  |
| 429016 CONFERENCES                 | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                 | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01060172 BUREAU OF VEHICLE MANAGEMENT

| Account                            | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 429060 TOWING                      | \$1,270.00            | \$7,970.00            | \$5,196.25                 | \$7,500.00              | \$7,500.00              |
| 429090 MISC CONTRACTED SRVCS       | \$0.00                | \$188.16              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>      | <b>\$2,581.92</b>     | <b>\$9,025.56</b>     | <b>\$26,774.69</b>         | <b>\$31,321.44</b>      | <b>\$10,400.00</b>      |
| <b>429995 SERVICES</b>             | <b>\$124,686.51</b>   | <b>\$169,842.27</b>   | <b>\$292,213.15</b>        | <b>\$361,985.44</b>     | <b>\$277,883.00</b>     |
| 430001 EDUCATIONAL                 | \$185.00              | \$485.00              | \$974.00                   | \$1,000.00              | \$250.00                |
| 430002 SOFTWARE                    | \$527.25              | \$0.00                | \$0.00                     | \$1,000.00              | \$1,000.00              |
| 430003 SUBSCRIPTIONS               | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430005 DUPLICATING                 | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430006 PHOTOGRAPHY                 | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$500.00                |
| 430008 DATA PROCESSING             | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                      | \$0.00                | \$199.06              | \$134.97                   | \$300.00                | \$300.00                |
| 430011 CUSTODIAL                   | \$427.90              | \$673.77              | \$911.82                   | \$1,000.00              | \$1,000.00              |
| 430012 PERSONAL SAFETY             | \$441.04              | \$458.29              | \$126.35                   | \$600.00                | \$1,500.00              |
| 430013 FIREFIGHTING                | \$0.00                | \$435.93              | \$275.00                   | \$500.00                | \$1,000.00              |
| 430014 WEARING APPAREL             | \$0.00                | \$0.00                | \$0.00                     | \$500.00                | \$0.00                  |
| 430016 MEDICAL/LAB                 | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430036 BLDG CONSTRUCTION           | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430037 CHEMICALS                   | \$822.27              | \$1,289.11            | \$2,022.64                 | \$2,200.00              | \$2,500.00              |
| 430042 TOOLS & HARDWARE            | \$0.00                | \$94.88               | \$1,897.79                 | \$2,250.00              | \$2,500.00              |
| 430050 MOTOR FUELS/LUBRICANTS      | \$1,253,050.30        | \$708,117.30          | \$737,367.06               | \$984,400.00            | \$727,182.58            |
| 430051 TIRES & BATTERIES           | \$48,005.30           | \$98,206.79           | \$60,062.96                | \$100,000.00            | \$90,000.00             |
| 430052 VEHICLE PARTS & SUPPLIES    | \$125,874.88          | \$162,022.10          | \$160,944.82               | \$193,138.56            | \$200,000.00            |
| 430053 VEHICLE REPAIR TOOLS        | \$1,480.09            | \$607.15              | \$883.20                   | \$2,400.00              | \$8,000.00              |
| 430054 AUTO BODY PART/SUPPLIES     | \$22,579.26           | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430055 MECH EQUIP PARTS            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>   | <b>\$1,453,393.29</b> | <b>\$972,589.38</b>   | <b>\$965,600.61</b>        | <b>\$1,289,288.56</b>   | <b>\$1,035,732.58</b>   |
| 439015 OFFICE EQUIPMENT            | \$0.00                | \$3,606.73            | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>439100 MINOR CAPITAL</b>        | <b>\$0.00</b>         | <b>\$3,606.73</b>     | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>439995 SUPPLIES</b>             | <b>\$1,453,393.29</b> | <b>\$976,196.11</b>   | <b>\$965,600.61</b>        | <b>\$1,289,288.56</b>   | <b>\$1,035,732.58</b>   |
| 453099 EQUIPMENT-OTHER             | \$0.00                | \$6,200.00            | \$0.00                     | \$55,000.00             | \$100,000.00            |
| <b>450100 CAPITAL OUTLAY</b>       | <b>\$0.00</b>         | <b>\$6,200.00</b>     | <b>\$0.00</b>              | <b>\$55,000.00</b>      | <b>\$100,000.00</b>     |
| <b>499995 OTHER</b>                | <b>\$0.00</b>         | <b>\$6,200.00</b>     | <b>\$0.00</b>              | <b>\$55,000.00</b>      | <b>\$100,000.00</b>     |
| <b>01060172 VEHICLE MANAGEMENT</b> | <b>\$2,037,712.65</b> | <b>\$1,559,698.53</b> | <b>\$1,617,281.97</b>      | <b>\$2,137,226.00</b>   | <b>\$1,889,518.72</b>   |

## GENERAL EXPENSES

This group of accounts is used to reflect all expenses in the General Fund which are not directly related to any one particular departmental operation. Examples include specific personnel costs, such as medical, dental and prescription drug costs, pension plan contributions, employee severance pay, workers' compensation, loss/time medical payments, and other miscellaneous expenses, including telephone services, insurance(s), and various subsidies and grants to local units.

## TRANSFERS TO OTHER FUNDS

This group of accounts is used to reflect transfers to other City funds and related entities, either to fund for payment of general obligation debt or to supplement operations.

### EXPENDITURE ANALYSIS SUMMARY 2015 APPROVED BUDGET

|                                    | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|------------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| <b>0188 GENERAL EXPENSES</b>       |                |                |                               |                            |                            |
| Personnel                          | 10,197,178     | 10,654,610     | 9,505,991                     | 11,140,810                 | 10,300,637                 |
| Services                           |                |                |                               |                            |                            |
| Communications                     | 84,444         | 83,996         | 61,126                        | 89,824                     | 86,800                     |
| Professional Fees                  | 54,287         | 33,336         | 55,415                        | 76,942                     | 89,100                     |
| Insurance                          | 854,315        | 836,162        | 855,895                       | 1,030,163                  | 1,003,279                  |
| Contracted Services                | 44,656         | 52,087         | 46,150                        | 49,056                     | 55,000                     |
| Total Services                     | 1,037,702      | 1,005,581      | 1,018,586                     | 1,245,985                  | 1,234,179                  |
| Supplies                           |                |                |                               |                            |                            |
| Supplies                           | 0              | 265            | 282                           | 306                        | 306                        |
| Minor Capital Equipment            | 0              | 26,415         | 0                             | 11,000                     | 0                          |
| Total Supplies                     | 0              | 26,679         | 282                           | 11,306                     | 306                        |
| Other                              |                |                |                               |                            |                            |
| Capital Outlay                     | 0              | 0              | 11,546                        | 40,000                     | 5,000                      |
| Subsidies and Grants               | 272,510        | 272,510        | 222,550                       | 299,761                    | 225,656                    |
| Cash Over/Under                    | 0              | 0              | 0                             | 0                          | 0                          |
| Uncollectible Accounts             | 0              | 0              | 0                             | 0                          | 0                          |
| Liability Insurance Claim          | 0              | 3,000          | 0                             | 3,300                      | 3,300                      |
| Refund of Prior Year Revenue       | 15,000         | 0              | 662                           | 662                        | 0                          |
| Fines and Settlements              | 120,311        | 26,291         | 1,500,000                     | 1,509,338                  | 1,500,000                  |
| Payment of Prior Year Expenditures | 5,355          | 349,420        | 0                             | 0                          | 0                          |
| TRAN Costs                         | 452            | 0              | 0                             | 0                          | 85,000                     |
| Total Other                        | 413,628        | 651,221        | 1,734,758                     | 1,853,061                  | 1,818,956                  |
| Total General Expenses             | 11,648,508     | 12,338,092     | 12,259,617                    | 14,251,162                 | 13,354,078                 |

### 0189 TRANSFERS TO OTHER FUNDS

|                                  |           |       |           |           |           |
|----------------------------------|-----------|-------|-----------|-----------|-----------|
| Debt Service Fund Transfer       | 2,729,168 | 6,616 | 8,779,391 | 8,831,177 | 8,273,230 |
| Blight Remediation Fund Transfer | 0         | 0     | 0         | 0         | 250,000   |
| Total Transfers                  | 2,729,168 | 6,616 | 8,779,391 | 8,831,177 | 8,523,230 |

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0188 General Expenses

| Account Name                    | 2012<br>Actual    | 2013<br>Actual    | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---------------------------------|-------------------|-------------------|-------------------------------|----------------------------|----------------------------|
| <b>WAGES/BENEFITS</b>           |                   |                   |                               |                            |                            |
| Salaries/Social Security        | 12,908            | 19,241            | 35,452                        | 45,589                     | 24,241                     |
| Medical Benefits                | 9,507,695         | 9,989,776         | 8,607,820                     | 10,000,000                 | 10,000,000                 |
| Early Retirement                | 0                 | 0                 | 0                             | 0                          | 0                          |
| Sick Leave Buy-Back             | 12,978            | 8,425             | 5,748                         | 5,748                      | 16,882                     |
| Severance Pay                   | 108,284           | 243,089           | 468,589                       | 560,000                    | 300,000                    |
| Medicare                        | 3,895             | 7,583             | 0                             | 0                          | 9,000                      |
| Unemployment Compensation       | 184,198           | 18,763            | 106,343                       | 115,000                    | 172,000                    |
| Concessions & Vacancies         | 0                 | 0                 | 0                             | 0                          | 0                          |
| <b>TOTAL WAGES/BENEFITS</b>     | <b>9,829,959</b>  | <b>10,286,877</b> | <b>9,223,952</b>              | <b>10,726,337</b>          | <b>10,522,123</b>          |
| <b>WORKERS' COMPENSATION</b>    |                   |                   |                               |                            |                            |
| Workers' Compensation Adj. Fees | 35,513            | 41,255            | 48,000                        | 48,000                     | 48,000                     |
| Loss Time & Medical             | 215,865           | 206,513           | 97,567                        | 230,000                    | 200,000                    |
| State Fees/Assessments          | 35,798            | 38,693            | 43,029                        | 43,029                     | 44,000                     |
| Excess Policy & Bond            | 80,043            | 81,271            | 93,443                        | 93,445                     | 102,787                    |
| Medical-Employee Contribution   | 0                 | 0                 | 0                             | 0                          | (616,273)                  |
| <b>TOTAL WORKERS COMP.</b>      | <b>367,219</b>    | <b>367,733</b>    | <b>282,039</b>                | <b>414,474</b>             | <b>(221,486)</b>           |
| <b>PENSION CONTRIBUTIONS</b>    |                   |                   |                               |                            |                            |
| Police Pension                  | 0                 | 0                 | 0                             | 0                          | 0                          |
| Fire Pension                    | 0                 | 0                 | 0                             | 0                          | 0                          |
| Non-Unif. Pension               | 0                 | 0                 | 0                             | 0                          | 0                          |
| <b>TOTAL PENSION CONTRIB.</b>   | <b>0</b>          | <b>0</b>          | <b>0</b>                      | <b>0</b>                   | <b>0</b>                   |
| <b>TOTAL PERSONNEL</b>          | <b>10,197,178</b> | <b>10,654,610</b> | <b>9,505,991</b>              | <b>11,140,810</b>          | <b>10,300,637</b>          |
| <b>COMMUNICATIONS</b>           |                   |                   |                               |                            |                            |
| Advertising                     | 0                 | 0                 | 0                             | 254                        | 0                          |
| Printing & Report Binding       | 0                 | 2,892             | 0                             | 1,870                      | 0                          |
| Telephone/Pagers                | 82,675            | 81,104            | 59,268                        | 84,900                     | 85,000                     |
| Email                           | 1,769             | 0                 | 1,858                         | 2,800                      | 1,800                      |
| Postage                         | 0                 | 0                 | 0                             | 0                          | 0                          |
| <b>TOTAL COMMUNICATIONS</b>     | <b>84,444</b>     | <b>83,996</b>     | <b>61,126</b>                 | <b>89,824</b>              | <b>86,800</b>              |
| <b>PROFESSIONAL FEES</b>        |                   |                   |                               |                            |                            |
| Legal Fees                      | 33,827            | 2,468             | 5,000                         | 26,527                     | 20,000                     |
| Consulting                      | 19,690            | 28,869            | 48,331                        | 48,331                     | 67,000                     |
| Other                           | 770               | 2,000             | 2,084                         | 2,084                      | 2,100                      |
| <b>TOTAL PROFESSIONAL FEES</b>  | <b>54,287</b>     | <b>33,336</b>     | <b>55,415</b>                 | <b>76,942</b>              | <b>89,100</b>              |

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0188 General Expenses

| Account Name                               | 2012<br>Actual   | 2013<br>Actual   | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--|------------------|------------------|-------------------------------|----------------------------|----------------------------|
| <b>INSURANCE</b>                           |                  |                  |                               |                            |                            |
| Stop Loss - Premium                        | 343,442          | 315,706          | 256,519                       | 344,000                    | 344,000                    |
| Automobile - Premium                       | 129,748          | 130,566          | 118,674                       | 121,671                    | 112,424                    |
| Automobile - Deductible                    | 19,126           | 12,061           | 61,683                        | 74,000                     | 90,000                     |
| General Liability - Premium                | 88,223           | 84,078           | 79,382                        | 81,387                     | 75,201                     |
| General Liability - Deductible             | 9,178            | 33,144           | 11,239                        | 30,000                     | 30,000                     |
| Boiler & Machinery - Premium               | 5,904            | 6,518            | 4,667                         | 6,246                      | 6,331                      |
| Property & Crime - Premium                 | 99,440           | 127,488          | 122,991                       | 162,834                    | 148,052                    |
| Property & Crime - Deductible              | 0                | 0                | 0                             | 0                          | 0                          |
| Inland Marine - Premium                    | 14,574           | 9,173            | 18,585                        | 18,956                     | 17,909                     |
| Flood - Premium                            | 25,104           | 25,353           | 28,057                        | 32,000                     | 32,000                     |
| Police Professional Liability - Premium    | 0                | 0                | 0                             | 0                          | 0                          |
| Police Professional Liability - Deductible | 34,177           | 0                | 0                             | 0                          | 0                          |
| Public Official Liability - Premium        | 33,885           | 42,271           | 64,752                        | 66,387                     | 61,341                     |
| Public Official Liability - Deductible     | 1,739            | 2,755            | 3,825                         | 5,000                      | 5,000                      |
| Excess Liability - Premium                 | 49,776           | 47,048           | 85,522                        | 87,682                     | 81,021                     |
| Terrorism - Premium                        | 0                | 0                | 0                             | 0                          | 0                          |
| <b>TOTAL INSURANCE</b>                     | <b>854,315</b>   | <b>836,162</b>   | <b>855,895</b>                | <b>1,030,163</b>           | <b>1,003,279</b>           |
| <b>CONTRACTED SERVICES</b>                 |                  |                  |                               |                            |                            |
| Maintenance Service Contract               | 7,440            | 9,672            | 10,238                        | 10,244                     | 12,000                     |
| Freight-Shipping                           | 0                | 0                | 0                             | 0                          | 0                          |
| Bank Administration/Trustee Fees           | 4,450            | 12,767           | 6,546                         | 6,550                      | 10,000                     |
| Travel                                     | 0                | 0                | 0                             | 0                          | 0                          |
| Conference                                 | 0                | 0                | 0                             | 0                          | 0                          |
| Membership Dues                            | 20,474           | 15,533           | 20,501                        | 21,507                     | 24,000                     |
| Catastrophic Event Disaster Recovery       | 0                | 0                | 0                             | 0                          | 0                          |
| Miscellaneous                              | 0                | 0                | 0                             | 0                          | 0                          |
| Bank Service Charges                       | 12,292           | 14,115           | 8,865                         | 10,755                     | 9,000                      |
| <b>TOTAL CONTRACTED SERVICES</b>           | <b>44,656</b>    | <b>52,087</b>    | <b>46,150</b>                 | <b>49,056</b>              | <b>55,000</b>              |
| <b>TOTAL SERVICES</b>                      | <b>1,037,702</b> | <b>1,005,581</b> | <b>1,018,586</b>              | <b>1,245,985</b>           | <b>1,234,179</b>           |
| <b>SUPPLIES &amp; EXPENSES</b>             |                  |                  |                               |                            |                            |
| Subscriptions                              | 0                | 0                | 0                             | 0                          | 0                          |
| Photography                                | 0                | 0                | 0                             | 0                          | 0                          |
| Data Processing                            | 0                | 0                | 0                             | 0                          | 0                          |
| Miscellaneous                              | 0                | 265              | 282                           | 306                        | 306                        |
| <b>TOTAL SUPPLIES &amp; EXPENSES</b>       | <b>0</b>         | <b>265</b>       | <b>282</b>                    | <b>306</b>                 | <b>306</b>                 |
| <b>MINOR CAPITAL EQUIPMENT</b>             |                  |                  |                               |                            |                            |
| Office Equipment                           | 0                | 26,415           | 0                             | 11,000                     | 0                          |
| <b>TOTAL MINOR CAPITAL EQUIPMENT</b>       | <b>0</b>         | <b>26,415</b>    | <b>0</b>                      | <b>11,000</b>              | <b>0</b>                   |
| <b>TOTAL SUPPLIES</b>                      | <b>0</b>         | <b>26,679</b>    | <b>282</b>                    | <b>11,306</b>              | <b>306</b>                 |

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

General Fund

0188 General Expenses

| Account Name                            | 2012<br>Actual    | 2013<br>Actual    | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---|-------------------|-------------------|-------------------------------|----------------------------|----------------------------|
| <b>CAPITAL OUTLAY</b>                   |                   |                   |                               |                            |                            |
| Lease/Purchase Capital Equipment        | 0                 | 0                 | 0                             | 0                          | 0                          |
| Miscellaneous                           | 0                 | 0                 | 11,546                        | 40,000                     | 5,000                      |
| <b>TOTAL CAPITAL OUTLAY</b>             | <b>0</b>          | <b>0</b>          | <b>11,546</b>                 | <b>40,000</b>              | <b>5,000</b>               |
| <b>SUBSIDIES &amp; GRANTS</b>           |                   |                   |                               |                            |                            |
| Grants to Local Units                   | 0                 | 0                 | 0                             | 0                          | 0                          |
| Dauphin County Library                  | 0                 | 0                 | 0                             | 0                          | 0                          |
| Capital Area Transit                    | 272,510           | 272,510           | 222,550                       | 299,761                    | 225,656                    |
| Downtown Improvement District (DID)     | 0                 | 0                 | 0                             | 0                          | 0                          |
| Harrisburg Regional Chamber             | 0                 | 0                 | 0                             | 0                          | 0                          |
| <b>TOTAL SUBSIDIES &amp; GRANTS</b>     | <b>272,510</b>    | <b>272,510</b>    | <b>222,550</b>                | <b>299,761</b>             | <b>225,656</b>             |
| Cash Under/Over                         | 0                 | 0                 | 0                             | 0                          | 0                          |
| Uncollectible Accounts                  | 0                 | 0                 | 0                             | 0                          | 0                          |
| Liability Insurance Claim               | 0                 | 3,000             | 0                             | 3,300                      | 3,300                      |
| Refund of Prior Year Revenue            | 15,000            | 0                 | 662                           | 662                        | 0                          |
| Fines and Settlements                   | 120,311           | 26,291            | 1,500,000                     | 1,509,338                  | 1,500,000                  |
| Payment of Prior Year Expenditures      | 5,355             | 349,420           | 0                             | 0                          | 0                          |
| E.M.S. Tax Eligible Expenses            | 0                 | 0                 | 0                             | 0                          | 0                          |
| Hotel Tax Proceeds                      | 0                 | 0                 | 0                             | 0                          | 0                          |
| Interest Expense                        | 452               | 0                 | 0                             | 0                          | 85,000                     |
| Repayment of Federal Grants Fund        | 0                 | 0                 | 0                             | 0                          | 0                          |
| Repayment of Workers' Compensation Fund | 0                 | 0                 | 0                             | 0                          | 0                          |
| Audit Exceptions                        | 0                 | 0                 | 0                             | 0                          | 0                          |
| Anticipated Concessions                 | 0                 | 0                 | 0                             | 0                          | 0                          |
| <b>TOTAL OTHER</b>                      | <b>413,628</b>    | <b>651,221</b>    | <b>1,734,758</b>              | <b>1,853,061</b>           | <b>1,818,956</b>           |
| <b>TOTAL GENERAL EXPENSES</b>           | <b>11,648,508</b> | <b>12,338,092</b> | <b>12,259,617</b>             | <b>14,251,162</b>          | <b>13,354,078</b>          |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01010188 GENERAL EXPENSES

| Account                         | 2012 Actual            | 2013 Actual            | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---------------------------------|------------------------|------------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES         | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 415000 TEMPORARY                | \$3,373.09             | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 417000 SICK LEAVE BUY-BACK      | \$12,978.40            | \$8,424.98             | \$5,748.29                 | \$5,748.29              | \$16,881.53             |
| 419006 MANDATORY MEDICARE       | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>414100 SALARIES/ WAGES</b>   | <b>\$16,351.49</b>     | <b>\$8,424.98</b>      | <b>\$5,748.29</b>          | <b>\$5,748.29</b>       | <b>\$16,881.53</b>      |
| 419001 SOCIAL SECURITY          | \$9,534.62             | \$19,240.83            | \$35,452.09                | \$45,588.56             | \$24,241.44             |
| 419002 MEDICAL                  | \$9,507,694.59         | \$9,989,776.30         | \$8,607,820.28             | \$10,000,000.00         | \$10,000,000.00         |
| 419005 SEVERANCE PAY            | \$108,284.27           | \$243,089.42           | \$468,588.67               | \$560,000.00            | \$300,000.00            |
| 419006 MANDATORY MEDICARE       | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$9,000.00              |
| 419007 MEDICARE - PART B        | \$3,895.40             | \$7,582.60             | \$0.00                     | \$0.00                  | \$0.00                  |
| 419010 UNEMPLOYMENT COMPENSAT   | \$184,198.34           | \$18,763.24            | \$106,342.61               | \$115,000.00            | \$172,000.00            |
| 419011 WORKERS' COMP-ADJ FEES   | \$35,512.84            | \$41,255.21            | \$48,000.00                | \$48,000.00             | \$48,000.00             |
| 419012 LOSS TIME & MED          | \$215,865.46           | \$206,513.40           | \$97,567.36                | \$230,000.00            | \$200,000.00            |
| 419014 STATE FEES & ASSESSMENTS | \$35,798.00            | \$38,693.00            | \$43,029.00                | \$43,029.00             | \$44,000.00             |
| 419015 EXCESS POLICY & BOND     | \$80,043.00            | \$81,271.00            | \$93,443.00                | \$93,444.55             | \$102,787.30            |
| 419018 MEDICAL-EMPLOYEE CONTR   | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | (\$616,273.49)          |
| 419019 CONCESSIONS & VACANCIES  | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>   | <b>\$10,180,826.52</b> | <b>\$10,646,185.00</b> | <b>\$9,500,243.01</b>      | <b>\$11,135,062.11</b>  | <b>\$10,283,755.25</b>  |
| <b>419995 PERSONNEL</b>         | <b>\$10,197,178.01</b> | <b>\$10,654,609.98</b> | <b>\$9,505,991.30</b>      | <b>\$11,140,810.40</b>  | <b>\$10,300,636.78</b>  |
| 420010 ADVERTISING              | \$0.00                 | \$0.00                 | \$0.00                     | \$254.00                | \$0.00                  |
| 420020 PRINTING                 | \$0.00                 | \$2,891.77             | \$0.00                     | \$1,870.00              | \$0.00                  |
| 420040 TELEPHONE                | \$82,675.17            | \$81,103.75            | \$59,267.83                | \$84,900.00             | \$85,000.00             |
| 420041 E-MAIL/INTERNET          | \$1,768.84             | \$0.00                 | \$1,857.68                 | \$2,800.00              | \$1,800.00              |
| 420050 POSTAGE                  | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>420100 COMMUNICATIONS</b>    | <b>\$84,444.01</b>     | <b>\$83,995.52</b>     | <b>\$61,125.51</b>         | <b>\$89,824.00</b>      | <b>\$86,800.00</b>      |
| 421010 LEGAL                    | \$33,826.88            | \$2,467.50             | \$5,000.00                 | \$26,527.00             | \$20,000.00             |
| 421020 AUDIT                    | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 421030 CONSULTING               | \$19,690.10            | \$28,868.57            | \$48,331.00                | \$48,331.00             | \$67,000.00             |
| 421050 OTHER PROFESSIONAL FEES  | \$770.00               | \$2,000.00             | \$2,084.00                 | \$2,084.00              | \$2,100.00              |
| <b>421100 PROFESSIONAL SRVC</b> | <b>\$54,286.98</b>     | <b>\$33,336.07</b>     | <b>\$55,415.00</b>         | <b>\$76,942.00</b>      | <b>\$89,100.00</b>      |
| 423002 STOP/LOSS PREMIUM        | \$343,441.57           | \$315,706.30           | \$256,519.10               | \$344,000.00            | \$344,000.00            |
| 423010 AUTOMOBILE PREM          | \$129,748.41           | \$130,566.29           | \$118,673.63               | \$121,670.96            | \$112,423.64            |
| 423011 AUTO DEDUCT              | \$19,125.67            | \$12,060.66            | \$61,683.09                | \$74,000.00             | \$90,000.00             |
| 423020 GENERAL LIABILITY PREM   | \$88,223.00            | \$84,077.54            | \$79,381.67                | \$81,386.60             | \$75,201.05             |
| 423021 GEN LIAB DEDUCT          | \$9,178.20             | \$33,144.44            | \$11,239.47                | \$30,000.00             | \$30,000.00             |
| 423030 BOILER                   | \$5,903.58             | \$6,518.28             | \$4,667.25                 | \$6,246.00              | \$6,331.43              |
| 423040 PROPERTY & CRIME PREM    | \$99,439.87            | \$127,488.37           | \$122,991.00               | \$162,834.00            | \$148,052.03            |
| 423041 PROPERTY DEDUCT          | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 423050 INLAND MARINE            | \$14,574.43            | \$9,172.99             | \$18,585.00                | \$18,956.00             | \$17,908.80             |
| 423060 FLOOD PREM               | \$25,104.00            | \$25,353.00            | \$28,057.00                | \$32,000.00             | \$32,000.00             |
| 423080 POLICE PROF PREM         | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 423081 POLICE PROF DEDUCT       | \$34,176.65            | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 423090 PUBLIC OFF PREM          | \$33,884.98            | \$42,271.20            | \$64,751.58                | \$66,387.00             | \$61,341.45             |



## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 01010188 GENERAL EXPENSES

| Account                              | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 423091 PUBLIC OFF DEDUCT             | \$1,738.60            | \$2,754.50            | \$3,824.50                 | \$5,000.00              | \$5,000.00              |
| 423095 EXCESS LIABILITY              | \$49,776.06           | \$47,048.44           | \$85,521.91                | \$87,682.00             | \$81,020.63             |
| 423097 TERRORISM                     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>423100 INSURANCE</b>              | <b>\$854,315.02</b>   | <b>\$836,162.01</b>   | <b>\$855,895.20</b>        | <b>\$1,030,162.56</b>   | <b>\$1,003,279.03</b>   |
| 425090 MAINT SERV CONTRACT           | \$7,439.93            | \$9,672.20            | \$10,237.73                | \$10,244.16             | \$12,000.00             |
| <b>425100 MAINT &amp; REPAIRS</b>    | <b>\$7,439.93</b>     | <b>\$9,672.20</b>     | <b>\$10,237.73</b>         | <b>\$10,244.16</b>      | <b>\$12,000.00</b>      |
| 429009 ADMIN/ TRUSTEE FEE            | \$4,449.54            | \$12,767.00           | \$6,545.98                 | \$6,550.00              | \$10,000.00             |
| 429016 CONFERENCES                   | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                   | \$20,474.20           | \$15,533.40           | \$20,501.20                | \$21,507.15             | \$24,000.00             |
| 429025 DISASTER RECOVERY SYSTEM      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 429090 MISC CONTRACTED SRVCS         | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 429095 BANK SERV CHARGES             | \$12,292.29           | \$14,114.72           | \$8,864.93                 | \$10,755.00             | \$9,000.00              |
| 429097 DCTOC FEE                     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>        | <b>\$37,216.03</b>    | <b>\$42,415.12</b>    | <b>\$35,912.11</b>         | <b>\$38,812.15</b>      | <b>\$43,000.00</b>      |
| <b>429995 SERVICES</b>               | <b>\$1,037,701.97</b> | <b>\$1,005,580.92</b> | <b>\$1,018,585.55</b>      | <b>\$1,245,984.87</b>   | <b>\$1,234,179.03</b>   |
| 430003 SUBSCRIPTIONS                 | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430006 PHOTOGRAPHY                   | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP         | \$0.00                | \$264.51              | \$282.28                   | \$306.00                | \$306.00                |
| <b>430100 SUPPLIES &amp; EXP</b>     | <b>\$0.00</b>         | <b>\$264.51</b>       | <b>\$282.28</b>            | <b>\$306.00</b>         | <b>\$306.00</b>         |
| 439015 OFFICE EQUIPMENT              | \$0.00                | \$26,414.89           | \$0.00                     | \$11,000.00             | \$0.00                  |
| <b>439100 MINOR CAPITAL</b>          | <b>\$0.00</b>         | <b>\$26,414.89</b>    | <b>\$0.00</b>              | <b>\$11,000.00</b>      | <b>\$0.00</b>           |
| <b>439995 SUPPLIES</b>               | <b>\$0.00</b>         | <b>\$26,679.40</b>    | <b>\$282.28</b>            | <b>\$11,306.00</b>      | <b>\$306.00</b>         |
| 447030 GO INTEREST PMT               | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 447100 INTEREST EXPENSE              | \$451.78              | \$0.00                | \$0.00                     | \$0.00                  | \$85,000.00             |
| <b>447100 INTEREST EXPENSE</b>       | <b>\$451.78</b>       | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$85,000.00</b>      |
| 448030 GO PRINCIPAL PMT              | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | 0                       |
| <b>448100 PRINCIPAL PMT</b>          | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 452014 SECURITY UPGRADE              | \$0.00                | \$0.00                | \$11,545.96                | \$40,000.00             | \$5,000.00              |
| 453049 LEASE PURCHASE                | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>450100 CAPITAL OUTLAY</b>         | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$11,545.96</b>         | <b>\$40,000.00</b>      | <b>\$5,000.00</b>       |
| 462000 GRANTS TO LOCAL UNITS         | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 462001 GRANTS TO DAU CO LIBRARY      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 462002 GRANTS TO CAT                 | \$272,510.00          | \$272,510.00          | \$222,549.84               | \$299,761.00            | \$225,656.00            |
| 462012 DOWNTOWN IMPROVMENT DIST      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 462013 HBG REGIONAL CHAMBER          | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>460100 SUBSIDIES &amp; GRANTS</b> | <b>\$272,510.00</b>   | <b>\$272,510.00</b>   | <b>\$222,549.84</b>        | <b>\$299,761.00</b>     | <b>\$225,656.00</b>     |
| 481055 LIABILITY INSURANCE CLAIM     | \$0.00                | \$3,000.00            | \$0.00                     | \$3,300.00              | \$3,300.00              |
| 480099 EXTRAORDINA. EXP-THA DEBT     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 485000 REFUND PRIOR YEAR REVENUE     | \$15,000.00           | \$0.00                | \$662.00                   | \$662.00                | \$0.00                  |
| 485002 FINES AND SETTLEMENTS         | \$120,310.68          | \$26,291.00           | \$1,500,000.00             | \$1,509,338.00          | \$1,500,000.00          |
| 486000 PYMT OF PRIOR YR EXPEND.      | \$5,355.23            | \$158,000.00          | \$0.00                     | \$0.00                  | \$0.00                  |
| 486001 PYT OF PRIOR YR EXP-ELECT     | \$0.00                | \$191,420.24          | \$0.00                     | \$0.00                  | \$0.00                  |

## **2015 Approved Budget**

Expenditure Line Item

**BUDGET UNIT: 01010188 GENERAL EXPENSES**

| Account                          | 2012 Actual            | 2013 Actual            | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|----------------------------------|------------------------|------------------------|----------------------------|-------------------------|-------------------------|
| 488002 WORKERS' COMP FUND REPYMT | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| 499099 ANTICIPATED CONCESSIONS   | \$0.00                 | \$0.00                 | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>480100 NON-EXP ITEMS</b>      | <b>\$140,665.91</b>    | <b>\$378,711.24</b>    | <b>\$1,500,662.00</b>      | <b>\$1,513,300.00</b>   | <b>\$1,503,300.00</b>   |
| <b>499995 OTHER</b>              | <b>\$413,627.69</b>    | <b>\$651,221.24</b>    | <b>\$1,734,757.80</b>      | <b>\$1,853,061.00</b>   | <b>\$1,818,956.00</b>   |
| <b>01010188 GENERAL EXPENSES</b> | <b>\$11,648,507.67</b> | <b>\$12,338,091.54</b> | <b>\$12,259,616.93</b>     | <b>\$14,251,162.27</b>  | <b>\$13,354,077.81</b>  |

## **2015 Approved Budget**

Expenditure Line Item

**BUDGET UNIT: 01010189 FUND TRANSFERS**

| Account                        | 2012 Actual           | 2013 Actual       | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--------------------------------|-----------------------|-------------------|----------------------------|-------------------------|-------------------------|
| 481006 CAPITOL PROJECTS FUND   | \$0.00                | \$0.00            | \$0.00                     | \$0.00                  | \$0.00                  |
| 481007 DEBT SERVICE FUND TRANS | \$2,729,168.35        | \$6,616.31        | \$8,779,391.09             | \$8,831,177.24          | \$8,273,230.00          |
| 481012 BLIGHT REMED FUND TRANS | \$0.00                | \$0.00            | \$0.00                     | \$0.00                  | \$250,000.00            |
| 481014 FEDERAL GRANTS          | \$0.00                | \$0.00            | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>480100 NON-EXP ITEMS</b>    | <b>\$0.00</b>         | <b>\$0.00</b>     | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$8,523,230.00</b>   |
| <b>499995 OTHER</b>            | <b>\$2,729,168.35</b> | <b>\$6,616.31</b> | <b>\$8,779,391.09</b>      | <b>\$8,831,177.24</b>   | <b>\$8,523,230.00</b>   |
| <b>01010189 FUND TRANSFERS</b> | <b>\$2,729,168.35</b> | <b>\$6,616.31</b> | <b>\$8,779,391.09</b>      | <b>\$8,831,177.24</b>   | <b>\$8,523,230.00</b>   |

# STATE LIQUID FUELS TAX FUND

The State Liquid Fuels Tax Fund is funded by an annual Commonwealth of Pennsylvania State Liquid Fuels Tax allocation and investment income. This fund is used to account for state aid revenue expended primarily for streets and traffic lighting, traffic controls, and maintaining City roads and bridges in accordance with policies and procedures of the County Liquid Fuels Tax Act of 1931 and the Liquid Fuels Tax Act 655 of 1956 of the Commonwealth of Pennsylvania.

## RESOURCE ALLOCATION 2015 APPROVED BUDGET

| RESOURCES                  |                | APPROPRIATIONS      |                |
|----------------------------|----------------|---------------------|----------------|
| INVESTMENT INCOME          | 190            | PERSONNEL           | 41,640         |
| LIQUID FUELS TAX RECEIPTS  | 983,824        | SERVICES            | 395,500        |
| FUND BALANCE APPROPRIATION | 0              | SUPPLIES            | 488,514        |
|                            |                | OTHER               | 58,360         |
| TOTAL RESOURCES            | <u>984,014</u> | TOTAL APPROPRIATION | <u>984,014</u> |

STATE LIQUID FUELS TAX FUND  
2015 APPROVED BUDGET

| Account Name               | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS SUMMARY   |                |                |                               |                            |                            |
| Investment Income          | 276            | 191            | 141                           | 295                        | 190                        |
| Liquid Fuels Tax Receipts  | 929,762        | 914,788        | 985,774                       | 901,105                    | 983,824                    |
| TOTAL REVENUE              | <u>930,038</u> | <u>914,979</u> | <u>985,915</u>                | <u>901,400</u>             | <u>984,014</u>             |
| Fund Balance Appropriation | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL RESOURCES            | <u>930,038</u> | <u>914,979</u> | <u>985,915</u>                | <u>901,400</u>             | <u>984,014</u>             |

|                            |                |                |                |                |                |
|----------------------------|----------------|----------------|----------------|----------------|----------------|
| REVENUE ANALYSIS DETAIL    |                |                |                |                |                |
| Interest-Savings Account   | 15             | 0              | 0              | 15             | 0              |
| Interest-Other             | 261            | 191            | 141            | 280            | 190            |
| Liquid Fuels Tax Receipts  | 929,762        | 914,788        | 985,774        | 901,105        | 983,824        |
| TOTAL REVENUE              | <u>930,038</u> | <u>914,979</u> | <u>985,915</u> | <u>901,400</u> | <u>984,014</u> |
| Fund Balance Appropriation | 0              | 0              | 0              | 0              | 0              |
| TOTAL RESOURCES            | <u>930,038</u> | <u>914,979</u> | <u>985,915</u> | <u>901,400</u> | <u>984,014</u> |

|                              |                  |                |                |                |                |
|------------------------------|------------------|----------------|----------------|----------------|----------------|
| EXPENDITURE ANALYSIS SUMMARY |                  |                |                |                |                |
| Personnel                    | 0                | 0              | 0              | 0              | 41,640         |
| Services                     | 1,052,084        | 719,907        | 612,425        | 695,500        | 395,500        |
| Supplies                     | 116,475          | 120,872        | 190,870        | 190,900        | 488,514        |
| Other                        | 0                | 0              | 15,000         | 15,000         | 58,360         |
| TOTAL EXPENDITURES           | <u>1,168,560</u> | <u>840,779</u> | <u>818,295</u> | <u>901,400</u> | <u>984,014</u> |

# STATE LIQUID FUELS TAX FUND

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

Special Revenue Fund

2020 State Liquid Fuels Tax

Allocation Plan

Position Control

|                         | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
|-------------------------|------------------|------------------|-----------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               |                  |                  |                       |                  |                  |                  |                  |
| Salaries-Mgmt           | 0                | 38,681           | Street Maintenance    | 0                | 1                | 0                | 38,681           |
| Fringe Benefits         | 0                | 2,959            | Worker I              |                  |                  |                  |                  |
| TOTAL                   | 0                | 41,640           | Total Management      | 0                | 1                | 0                | 38,681           |
| SERVICES                |                  |                  | FICA                  |                  |                  | 0                | 2,959            |
| Communications          | 0                | 0                | Total Fringe Benefits |                  |                  | 0                | 2,959            |
| Professional Services   | 0                | 0                | TOTAL                 | 0                | 1                | 0                | 41,640           |
| Utilities               | 635,500          | 335,500          |                       |                  |                  |                  |                  |
| Insurance               | 0                | 0                |                       |                  |                  |                  |                  |
| Rentals                 | 0                | 0                |                       |                  |                  |                  |                  |
| Maintenance & Repairs   | 60,000           | 60,000           |                       |                  |                  |                  |                  |
| Contracted Services     | 0                | 0                |                       |                  |                  |                  |                  |
| TOTAL                   | 695,500          | 395,500          |                       |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                       |                  |                  |                  |                  |
| Supplies                | 190,900          | 488,514          |                       |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                       |                  |                  |                  |                  |
| TOTAL                   | 190,900          | 488,514          |                       |                  |                  |                  |                  |
| OTHER                   | 15,000           | 58,360           |                       |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 901,400          | 984,014          |                       |                  |                  |                  |                  |

## 2015 Approved Budget

Revenue Line Item

### BUDGET UNIT: 20062000 STATE LIQUID FUELS TAX FUND

| Account                                     | 2012 Actual         | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---|---------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 350000 SAVINGS ACCT INTEREST                | \$15.29             | \$0.00              | \$0.00                     | \$15.00                 | \$0.00                  |
| 352000 INT ON INVSTMTS/GRANT                | \$260.63            | \$190.86            | \$140.76                   | \$280.00                | \$190.00                |
| <b>350100 INTEREST INCOME</b>               | <b>\$275.92</b>     | <b>\$190.86</b>     | <b>\$140.76</b>            | <b>\$295.00</b>         | <b>\$190.00</b>         |
| 396000 GRANT PROCEEDS                       | \$929,761.85        | \$914,787.95        | \$985,773.94               | \$901,105.00            | \$983,824.00            |
| <b>390100 INTERGOVERNMENTAL</b>             | <b>\$929,761.85</b> | <b>\$914,787.95</b> | <b>\$985,773.94</b>        | <b>\$901,105.00</b>     | <b>\$983,824.00</b>     |
| 399099 ESTIMATED CASH CARRYOVER             | \$0.00              | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>399100 EST CASH CARRYOVER</b>            | <b>\$0.00</b>       | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>20062000 STATE LIQUID FUELS TAX FUND</b> | <b>\$930,037.77</b> | <b>\$914,978.81</b> | <b>\$985,914.70</b>        | <b>\$901,400.00</b>     | <b>\$984,014.00</b>     |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 20062020 STATE LIQUID FUELS TAX FUND

| Account                                | 2012 Actual           | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--|-----------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES                | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$38,680.46             |
| <b>414100 SALARIES/ WAGES</b>          | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$38,680.46</b>      |
| 419001 SOCIAL SECURITY                 | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$2,959.06              |
| <b>419100 FRINGE BENEFITS</b>          | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$2,959.06</b>       |
| <b>419995 PERSONNEL</b>                | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$41,639.52</b>      |
| 422060 POWER-STREET LIGHTS             | \$949,062.41          | \$606,565.22        | \$502,492.48               | \$585,500.00            | \$285,500.00            |
| 422070 POWER-TRAFFIC LIGHTS            | \$58,021.87           | \$53,341.41         | \$49,932.48                | \$50,000.00             | \$50,000.00             |
| <b>422100 UTILITIES &amp; SRVC</b>     | <b>\$1,007,084.28</b> | <b>\$659,906.63</b> | <b>\$552,424.96</b>        | <b>\$635,500.00</b>     | <b>\$335,500.00</b>     |
| 423002 STOP/LOSS PREMIUM               | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 423021 GEN LIAB DEDUCT                 | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>423100 INSURANCE</b>                | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 425010 VEHICULAR EQUIPMENT             | \$45,000.00           | \$60,000.00         | \$60,000.00                | \$60,000.00             | \$60,000.00             |
| 425099 OTHER CONT MAINT                | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>425100 MAINT &amp; REPAIRS</b>      | <b>\$45,000.00</b>    | <b>\$60,000.00</b>  | <b>\$60,000.00</b>         | <b>\$60,000.00</b>      | <b>\$60,000.00</b>      |
| 429009 ADMIN/TRUSTEE FEE               | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>          | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>429995 SERVICES</b>                 | <b>\$1,052,084.28</b> | <b>\$719,906.63</b> | <b>\$612,424.96</b>        | <b>\$695,500.00</b>     | <b>\$395,500.00</b>     |
| 430030 SNOW CONTROL                    | \$46,922.87           | \$30,852.55         | \$99,470.57                | \$99,500.00             | \$99,500.00             |
| 430031 ASPHALT                         | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$155,000.00            |
| 430032 CONCRETE                        | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$40,000.00             |
| 430033 STREET SIGN                     | \$770.25              | \$1,035.00          | \$3,400.00                 | \$3,400.00              | \$23,400.00             |
| 430034 TRAFFIC CONTROL                 | \$0.00                | \$1,800.00          | \$0.00                     | \$0.00                  | \$82,614.00             |
| 430038 SEWER GRATES/MANHOLE CVR        | \$1,782.67            | \$2,184.70          | \$3,104.63                 | \$3,105.00              | \$3,105.00              |
| 430050 MOTOR FUELS/LUBRICANTS          | \$38,000.00           | \$50,000.00         | \$49,895.00                | \$49,895.00             | \$49,895.00             |
| 430051 TIRES & BATTERIES               | \$7,999.68            | \$10,000.00         | \$10,000.00                | \$10,000.00             | \$10,000.00             |
| 430052 VEHICLE PARTS & SUPPLIES        | \$21,000.00           | \$25,000.00         | \$25,000.00                | \$25,000.00             | \$25,000.00             |
| 430099 MISC SUPPLIES AND EXP           | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>       | <b>\$116,475.47</b>   | <b>\$120,872.25</b> | <b>\$190,870.20</b>        | <b>\$190,900.00</b>     | <b>\$488,514.00</b>     |
| <b>439995 SUPPLIES</b>                 | <b>\$116,475.47</b>   | <b>\$120,872.25</b> | <b>\$190,870.20</b>        | <b>\$190,900.00</b>     | <b>\$488,514.00</b>     |
| 458030 STREETLIGHTS                    | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 458060 STREETS AND ROADS               | \$0.00                | \$0.00              | \$15,000.00                | \$15,000.00             | \$0.00                  |
| 453099 EQUIPMENT-OTHER                 | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$58,360.48             |
| <b>450100 CAPITAL OUTLAY</b>           | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$15,000.00</b>         | <b>\$15,000.00</b>      | <b>\$58,360.48</b>      |
| 481007 DEBT SERVICE FUND TRANS         | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>480100 NON-EXP ITEMS</b>            | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>499995 OTHER</b>                    | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$15,000.00</b>         | <b>\$15,000.00</b>      | <b>\$58,360.48</b>      |
| <b>20062020 STATE LIQUID FUELS TAX</b> | <b>\$1,168,559.75</b> | <b>\$840,778.88</b> | <b>\$818,295.16</b>        | <b>\$901,400.00</b>     | <b>\$984,014.00</b>     |



## HOST MUNICIPALITY FEES FUND

The Host Municipality Fees Fund is funded by quarterly amounts of host municipality benefit fees received from The Harrisburg Authority for waste tonnage received and disposed at the Harrisburg Resource Recovery Facility, as mandated by Act 101 - The Municipal Waste Planning, Recycling, and Waste Reduction Act. The Fund will be used to account for this fee revenue with the proceeds being made available as a funding source for critical environmental projects and related administrative costs.

| RESOURCE ALLOCATION<br>2015 APPROVED BUDGET |                |                     |                |
|---|----------------|---------------------|----------------|
| RESOURCES                                   |                | APPROPRIATIONS      |                |
| INVESTMENT INCOME                           | 0              | PERSONNEL           | 124,537        |
| ACT 101 HOST MUNICIPALITY FEES              | 280,000        | SERVICES            | 117,000        |
| FUND BALANCE APPROPRIATION                  | 264,500        | SUPPLIES            | 22,500         |
|   |                | OTHER               | 280,000        |
| TOTAL RESOURCES                             | <u>544,500</u> | TOTAL APPROPRIATION | <u>544,037</u> |

HOST MUNICIPALITY FEES FUND  
2015 APPROVED BUDGET

| Account Name                   | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|--------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS SUMMARY       |                |                |                               |                            |                            |
| Investment Income              | 0              | 0              | 0                             | 0                          | 0                          |
| Act 101 Host Municipality Fees | 0              | 0              | 278,993                       | 200,000                    | 280,000                    |
| TOTAL REVENUE                  | <u>0</u>       | <u>0</u>       | <u>278,993</u>                | <u>200,000</u>             | <u>280,000</u>             |
| Fund Balance Appropriation     | 0              | 0              | 0                             | 222,572                    | 264,500                    |
| TOTAL RESOURCES                | <u>0</u>       | <u>0</u>       | <u>278,993</u>                | <u>422,572</u>             | <u>544,500</u>             |

|                                |          |          |                |                |                |
|--------------------------------|----------|----------|----------------|----------------|----------------|
| REVENUE ANALYSIS DETAIL        |          |          |                |                |                |
| Interest-Savings Account       | 0        | 0        | 0              | 0              | 0              |
| Interest-Other                 | 0        | 0        | 0              | 0              | 0              |
| Act 101 Host Municipality Fees | 0        | 0        | 278,993        | 200,000        | 280,000        |
| TOTAL REVENUE                  | <u>0</u> | <u>0</u> | <u>278,993</u> | <u>200,000</u> | <u>280,000</u> |
| Fund Balance Appropriation     | 0        | 0        | 0              | 222,572        | 264,500        |
| TOTAL RESOURCES                | <u>0</u> | <u>0</u> | <u>278,993</u> | <u>422,572</u> | <u>544,500</u> |

|                              |          |          |                |                |                |
|------------------------------|----------|----------|----------------|----------------|----------------|
| EXPENDITURE ANALYSIS SUMMARY |          |          |                |                |                |
| Personnel                    | 0        | 0        | 17,429         | 76,094         | 124,537        |
| Services                     | 0        | 0        | 166,000        | 223,000        | 117,000        |
| Supplies                     | 0        | 0        | 0              | 0              | 22,500         |
| Other                        | 0        | 0        | 35,000         | 122,500        | 280,000        |
| TOTAL EXPENDITURES           | <u>0</u> | <u>0</u> | <u>218,429</u> | <u>421,594</u> | <u>544,037</u> |

# HOST MUNICIPALITY FEES FUND

## EXPENDITURE ANALYSIS DETAIL 2015 APPROVED BUDGET

Special Revenue Fund

2110 Host Municipality Fees

Allocation Plan

Position Control

|                         | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION              | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
|-------------------------|------------------|------------------|------------------------------------|------------------|------------------|------------------|------------------|
| PERSONNEL               |                  |                  |                                    |                  |                  |                  |                  |
| Salaries-Mgmt           | 70,687           | 115,687          | Director of Planning               | 0.35             | 0.35             | 24,240           | 24,240           |
| Fringe Benefits         | 5,407            | 8,850            | Solid Waste & Recycling<br>Manager | 1                | 1                | 46,447           | 46,447           |
|                         |                  |                  | Arborist                           | 1                | 1                | 46,447           | 46,447           |
| TOTAL                   | 76,094           | 124,537          | Proration (Part-time)              |                  |                  | (46,447)         | (1,447)          |
| SERVICES                |                  |                  | Total Management                   | 2.35             | 2.35             | 70,687           | 115,687          |
| Communications          | 0                | 10,000           |                                    |                  |                  |                  |                  |
| Professional Services   | 191,000          | 25,000           | FICA                               |                  |                  | 5,407            | 8,850            |
| Utilities               | 0                | 0                |                                    |                  |                  |                  |                  |
| Insurance               | 0                | 0                | Total Fringe Benefits              |                  |                  | 5,407            | 8,850            |
| Rentals                 | 0                | 0                |                                    |                  |                  |                  |                  |
| Maintenance & Repairs   | 32,000           | 32,000           | TOTAL                              | 2.35             | 2.35             | 76,094           | 124,537          |
| Contracted Services     | 0                | 50,000           |                                    |                  |                  |                  |                  |
| TOTAL                   | 223,000          | 117,000          |                                    |                  |                  |                  |                  |
| SUPPLIES                |                  |                  |                                    |                  |                  |                  |                  |
| Supplies                | 0                | 22,500           |                                    |                  |                  |                  |                  |
| Minor Capital Equipment | 0                | 0                |                                    |                  |                  |                  |                  |
| TOTAL                   | 0                | 22,500           |                                    |                  |                  |                  |                  |
| OTHER                   | 122,500          | 280,000          |                                    |                  |                  |                  |                  |
| TOTAL APPROPRIATION     | 421,594          | 544,037          |                                    |                  |                  |                  |                  |

## **2015 Approved Budget**

Revenue Line Item

### **BUDGET UNIT: 21212100 HOST MUNICIPALITY FEES FUND**

| Account                          | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|----------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 390121 ACT101 HOST MUNICIPAL FEE | \$0.00        | \$0.00        | \$278,993.22               | \$422,572.00            | \$280,000.00            |
| 399099 ESTIMATED CASH CARRYOVER  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$264,500.00            |
| <b>21212100 HOST FEES FUND</b>   | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$278,993.22</b>        | <b>\$422,572.00</b>     | <b>\$544,500.00</b>     |

**HOST MUNICIPALITY FEES FUND**

HOST MUNICIPALITY FEES FUND - 2110

| <u>EMPLOYEE</u>   | <u>POSITION</u>              | <u>ANNIV. /<br/>D.O.B.</u> | <u>2014<br/>END OF YR<br/>SALARY</u> | <u>2015<br/>GRADE/STEP<br/>INCREASE</u> | <u>2015<br/>ANNUAL<br/>INCREASE</u> | <u>2015<br/>LONG.</u> | <u>2015<br/>SALARY</u> | <u>2015<br/>LUMP SUM</u> | <u>FICA</u> | <u>FRINGE<br/>BENEFITS</u> | <u>TOTAL</u> |
|---|------------------------------|----------------------------|--------------------------------------|---|-------------------------------------|-----------------------|------------------------|--------------------------|-------------|----------------------------|--------------|
|   | DIRECTOR OF PLANNING (35%)   | 12 17                      | 24,240.00                            | 0.00                                    | 0.00                                | 0.00                  | 24,240.00              | 0.00                     | 1,854.36    | 0.00                       | 26,094.36    |
|   | SOLID WASTE & RECYCLING MANG | 10 1                       | 45,000.00                            | 0.00                                    | 0.00                                | 0.00                  | 45,000.00              | 0.00                     | 3,442.50    | 0.00                       | 48,442.50    |
|   | ARBORIST                     | 1 1                        | 46,446.82                            | 0.00                                    | 0.00                                | 0.00                  | 46,446.82              | 0.00                     | 3,553.18    |                            | 50,000.00    |
| 2.35  | MANAGEMENT TOTALS            |                            | 115,686.82                           | 0.00                                    | 0.00                                | 0.00                  | 115,686.82             | 0.00                     | 8,850.04    | 0.00                       | 124,536.86   |
| 2.35  | TOTAL                        |                            | 115,686.82                           | 0.00                                    | 0.00                                | 0.00                  | 115,686.82             | 0.00                     | 8,850.04    | 0.00                       | 124,536.86   |
| <b>TOTAL SALARIES, LUMP SUM, OVERTIME, FICA AND FRINGE BENEFITS</b> |                              |                            |                                      |   |                                     |                       |                        |                          |             |                            |              |
|   |                              |                            |                                      |   |                                     |                       | 115,686.82             | 0.00                     | 8,850.04    | 0.00                       | 124,536.86   |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 21212110 HOST MUNICIPALITY FEES FUND

| Account                              | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--------------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES              | \$0.00        | \$0.00        | \$16,190.88                | \$70,687.00             | \$115,686.82            |
| <b>414100 SALARIES/ WAGES</b>        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$16,190.88</b>         | <b>\$70,687.00</b>      | <b>\$115,686.82</b>     |
| 419001 SOCIAL SECURITY               | \$0.00        | \$0.00        | \$1,238.57                 | \$5,406.80              | \$8,850.04              |
| <b>419100 FRINGE BENEFITS</b>        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$1,238.57</b>          | <b>\$5,406.80</b>       | <b>\$8,850.04</b>       |
| <b>419995 PERSONNEL</b>              | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$17,429.45</b>         | <b>\$76,093.80</b>      | <b>\$124,536.86</b>     |
| 420010 ADVERTISING                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$7,000.00              |
| 420020 PRINTING                      | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,000.00              |
| <b>420100 COMMUNICATIONS</b>         | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$10,000.00</b>      |
| 421030 CONSULTING                    | \$0.00        | \$0.00        | \$166,000.00               | \$191,000.00            | \$25,000.00             |
| <b>421100 PROFESSIONAL SRVC</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$166,000.00</b>        | <b>\$191,000.00</b>     | <b>\$25,000.00</b>      |
| 425010 VEHICULAR EQUIPMENT           | \$0.00        | \$0.00        | \$0.00                     | \$32,000.00             | \$32,000.00             |
| <b>425100 MAINT &amp; REPAIRS</b>    | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$32,000.00</b>      | <b>\$32,000.00</b>      |
| 429090 MISC CONTRACTED SRVCS         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$50,000.00             |
| <b>429100 CONTRACTED SRVC</b>        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$50,000.00</b>      |
| <b>429995 SERVICES</b>               | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$166,000.00</b>        | <b>\$223,000.00</b>     | <b>\$117,000.00</b>     |
| 430040 BOTANICAL                     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$22,500.00             |
| <b>430100 SUPPLIES &amp; EXP</b>     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$22,500.00</b>      |
| <b>439995 SUPPLIES</b>               | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$22,500.00</b>      |
| 452090 BLD & STRUCT-OTHER            | \$0.00        | \$0.00        | \$0.00                     | \$55,000.00             | \$55,000.00             |
| <b>452100 BUILDINGS &amp; STRUCT</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$55,000.00</b>      | <b>\$55,000.00</b>      |
| 453030 MOTOR EQUIPMENT               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$50,000.00             |
| <b>450100 CAPITAL OUTLAY</b>         | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$50,000.00</b>      |
| 462000 GRANTS TO LOCAL UNITS         | \$0.00        | \$0.00        | \$35,000.00                | \$35,000.00             | \$95,000.00             |
| 463000 MATCHING SHARE GRANTS         | \$0.00        | \$0.00        | \$0.00                     | \$10,000.00             | \$10,000.00             |
| <b>460100 SUBSIDIES &amp; GRANTS</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$35,000.00</b>         | <b>\$45,000.00</b>      | <b>\$105,000.00</b>     |
| 480001 COMMUNITY CLEANUP REIMB       | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$70,000.00             |
| 481001 GENERAL FUND TRANSFERS        | \$0.00        | \$0.00        | \$0.00                     | \$22,500.00             | \$0.00                  |
| <b>480100 NON-EXP ITEMS</b>          | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$22,500.00</b>      | <b>\$70,000.00</b>      |
| <b>499995 OTHER</b>                  | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$35,000.00</b>         | <b>\$122,500.00</b>     | <b>\$280,000.00</b>     |
| <b>21212110 HOST FEES FUND</b>       | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$218,429.45</b>        | <b>\$421,593.80</b>     | <b>\$544,036.86</b>     |

DEBT SERVICE FUND  
RESOURCE ALLOCATION  
2015 APPROVED BUDGET

| RESOURCES                              |                  | APPROPRIATIONS      |                  |
|--|------------------|---------------------|------------------|
| INVESTMENT INCOME                      | 0                | DEBT SERVICE        | 8,773,968        |
| RENTAL INCOME-COMMERCE PARK            | 475,738          | OTHER               | 94,000           |
| PROCEEDS FROM SALE/<br>LEASE OF ASSETS | 0                |                     |                  |
| CITY GUARANTEE FEES                    | 0                |                     |                  |
| TRANSFERS                              | 8,273,230        |                     |                  |
| FUND BALANCE APPROPRIATION             | 119,000          |                     |                  |
| TOTAL RESOURCES                        | <u>8,867,968</u> | TOTAL APPROPRIATION | <u>8,867,968</u> |

DEBT SERVICE FUND  
2015 APPROVED BUDGET

|                                       | 2012<br>Actual   | 2013<br>Actual   | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---------------------------------------|------------------|------------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS DETAIL               |                  |                  |                               |                            |                            |
| Special Parking Fees-City Island      | 34,491           | 14,469           | 42,857                        | 27,229                     | 31,000                     |
| Interest on Savings Account           | 21               | 6                | 1                             | 0                          | 0                          |
| Interest on Other Investments         | 0                | 0                | 0                             | 0                          | 0                          |
| Park Permit - Commerce Bank Park      | 437,464          | 437,540          | 445,848                       | 445,848                    | 444,738                    |
| Gain on Sale of Investments           | 0                | 0                | 0                             | 0                          | 0                          |
| Gain on Sale/Lease of Assets          | 0                | 2,416,333        | 190,886                       | 94,600                     | 0                          |
| Miscellaneous                         | 0                | 162,586          | 0                             | 0                          | 0                          |
| City Guarantee Fees                   | 0                | 0                | 0                             | 0                          | 0                          |
| Transfers-General Fund                | 2,046,240        | 6,616            | 8,779,391                     | 8,831,177                  | 8,273,230                  |
| Transfers-Capital Projects Fund       | 0                | 0                | 0                             | 0                          | 0                          |
| Transfers-State Liquid Fuels Tax Fund | 0                | 0                | 0                             | 0                          | 0                          |
| Transfers-Sanitation Fund             | 0                | 0                | 0                             | 0                          | 0                          |
| <b>TOTAL REVENUE</b>                  | <u>2,518,216</u> | <u>3,037,550</u> | <u>9,458,984</u>              | <u>9,398,854</u>           | <u>8,748,968</u>           |
| Fund Balance Appropriation            | 0                | 0                | 0                             | 0                          | 119,000                    |
| <b>TOTAL RESOURCES</b>                | <u>2,518,216</u> | <u>3,037,550</u> | <u>9,458,984</u>              | <u>9,398,854</u>           | <u>8,867,968</u>           |

|                               |                  |                  |                  |                  |                  |
|-------------------------------|------------------|------------------|------------------|------------------|------------------|
| EXPENDITURE ANALYSIS DETAIL   |                  |                  |                  |                  |                  |
| PA INFRA BANK NOTES           | 297,742          | 437,741          | 297,742          | 297,742          | 297,743          |
| CAPITAL LEASE                 | 1,421,210        | 0                | 609,511          | 652,105          | 131,357          |
| 2006 COMMERCE BANK NOTE       | 849,450          | 2,390,199        | 94,087           | 94,600           | 0                |
| REV BONDS SER A-2 OF 2005     | 656,805          | 654,452          | 468,532          | 651,032          | 652,730          |
| THA/RRF GUARANTEED DEBT       | 0                | 0                | 0                | 0                | 0                |
| DCED ALT LOAN                 | 0                | 0                | 0                | 0                | 0                |
| GO BONDS SER A-B OF 95        | 0                | 0                | 0                | 0                | 0                |
| GO BONDS SER A1 OF 97         | 0                | 0                | 0                | 0                | 0                |
| GO SER D-F OF 97              | 0                | 0                | 7,692,138        | 7,692,138        | 7,692,138        |
| USE OF RESIDUAL ARTI PROCEEDS | 0                | 0                | 0                | 0                | 94,000           |
| <b>TOTAL EXPENDITURES</b>     | <u>3,225,207</u> | <u>3,482,392</u> | <u>9,162,010</u> | <u>9,387,617</u> | <u>8,867,968</u> |



## 2015 Approved Budget

Revenue Line Item

### BUDGET UNIT: 07700700 DEBT SERVICE FUND

| Account                               | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 345081 SPEC PARK FEES-CITY ISLAN      | \$34,490.99           | \$14,468.96           | \$42,857.24                | \$27,229.00             | \$31,000.00             |
| <b>345100 DEPT OF PARKS &amp; REC</b> | <b>\$34,490.99</b>    | <b>\$14,468.96</b>    | <b>\$42,857.24</b>         | <b>\$27,229.00</b>      | <b>\$31,000.00</b>      |
| 350000 SAVINGS ACCT INTEREST          | \$0.48                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 352000 INT ON INVSTMTS/GRANT          | \$20.59               | \$5.94                | \$1.24                     | \$0.00                  | \$0.00                  |
| <b>350100 INTEREST INCOME</b>         | <b>\$21.07</b>        | <b>\$5.94</b>         | <b>\$1.24</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 355002 METRO BANK PARK                | \$437,464.00          | \$437,539.84          | \$445,848.08               | \$445,848.08            | \$444,738.00            |
| 358090 SALE OF ASSETS                 | \$0.00                | \$2,416,332.97        | \$190,885.88               | \$94,600.00             | \$0.00                  |
| <b>355100 RENTAL REVENUE</b>          | <b>\$437,464.00</b>   | <b>\$2,853,872.81</b> | <b>\$636,733.96</b>        | <b>\$540,448.08</b>     | <b>\$444,738.00</b>     |
| 385090 MISCELLANEOUS                  | \$0.00                | \$162,585.70          | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>380100 MISCELLANEOUS</b>           | <b>\$0.00</b>         | <b>\$162,585.70</b>   | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 389002 CITY GUARANTEE FEES            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>389000 OTHER FIN SOURCES</b>       | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 398001 GENERAL FUND                   | \$2,046,239.82        | \$6,616.31            | \$8,779,391.09             | \$8,831,177.24          | \$8,273,230.00          |
| 398020 STATE LIQ FUELS TAX FUND       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>398100 INTERFUND TRANSFERS</b>     | <b>\$2,046,239.82</b> | <b>\$6,616.31</b>     | <b>\$8,779,391.09</b>      | <b>\$8,831,177.24</b>   | <b>\$8,273,230.00</b>   |
| 399099 ESTIMATED CASH CARRYOVER       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$119,000.00            |
| <b>399100 EST CASH CARRYOVER</b>      | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$119,000.00</b>     |
| <b>07700700 DEBT SERVICE FUND</b>     | <b>\$2,518,215.88</b> | <b>\$3,037,549.72</b> | <b>\$9,458,983.53</b>      | <b>\$9,398,854.32</b>   | <b>\$8,867,968.00</b>   |

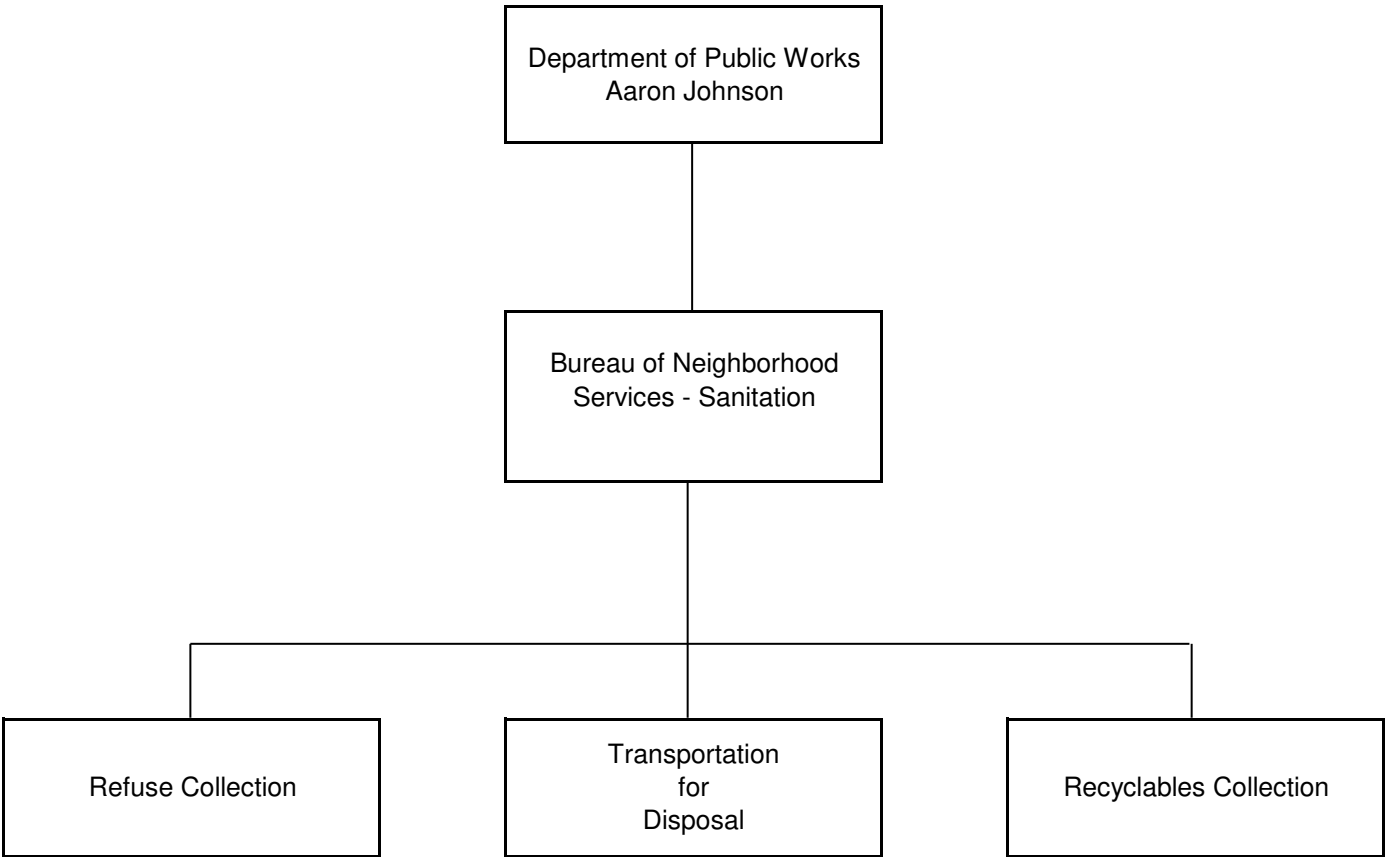
## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 07 DEBT SERVICE FUND

| Account                                   | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 447030 GO INTEREST PMT                    | \$73,377.16           | \$68,238.12           | \$54,485.25                | \$54,485.25             | \$44,450.90             |
| 448030 GO PRINCIPAL PMT                   | \$224,365.25          | \$369,502.65          | \$243,257.16               | \$243,257.16            | \$253,291.94            |
| <b>07700703 PA INFRA BANK NOTES</b>       | <b>\$297,742.41</b>   | <b>\$437,740.77</b>   | <b>\$297,742.41</b>        | <b>\$297,742.41</b>     | <b>\$297,742.84</b>     |
| 447030 GO INTEREST PMT                    | \$98,498.01           | \$0.00                | \$29,324.08                | \$29,709.88             | \$13,624.48             |
| 448030 GO PRINCIPAL PMT                   | \$1,322,712.29        | \$0.00                | \$580,186.60               | \$622,395.38            | \$117,732.68            |
| <b>07700704 CAPITAL LEASES</b>            | <b>\$1,421,210.30</b> | <b>\$0.00</b>         | <b>\$609,510.68</b>        | <b>\$652,105.26</b>     | <b>\$131,357.16</b>     |
| 447030 GO INTEREST PMT                    | \$64,449.60           | \$51,502.05           | \$1,637.92                 | \$2,100.00              | \$0.00                  |
| 448030 GO PRINCIPAL PMT                   | \$785,000.00          | \$2,338,696.92        | \$92,449.48                | \$92,500.00             | \$0.00                  |
| <b>07700706 2006 COMMERCE BANK NOTE</b>   | <b>\$849,449.60</b>   | <b>\$2,390,198.97</b> | <b>\$94,087.40</b>         | <b>\$94,600.00</b>      | <b>\$0.00</b>           |
| 447030 GO INTEREST PMT                    | \$396,804.72          | \$384,451.79          | \$188,531.57               | \$371,031.57            | \$357,730.00            |
| 448030 GO PRINCIPAL PMT                   | \$260,000.00          | \$270,000.00          | \$280,000.00               | \$280,000.00            | \$295,000.00            |
| 481026 SENATORS FUND                      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>07700709 REV BONDS SER A-2 OF 2005</b> | <b>\$656,804.72</b>   | <b>\$654,451.79</b>   | <b>\$468,531.57</b>        | <b>\$651,031.57</b>     | <b>\$652,730.00</b>     |
| 448030 GO PRINCIPAL PMT                   | \$0.00                | \$0.00                | \$7,692,138.00             | \$7,692,138.00          | \$7,692,138.00          |
| <b>07700797 GO SER D-F OF 97</b>          | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$7,692,138.00</b>      | <b>\$7,692,138.00</b>   | <b>\$7,692,138.00</b>   |
| 430034 TRAFFIC CONTROL                    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$94,000.00             |
| <b>07060162 USE OF RESID ARTI</b>         | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$94,000.00</b>      |
| <b>07 DEBT SERVICE FUND</b>               | <b>\$3,225,207.03</b> | <b>\$3,482,391.53</b> | <b>\$9,162,010.06</b>      | <b>\$9,387,617.24</b>   | <b>\$8,867,968.00</b>   |

**BUREAU OF NEIGHBORHOOD SERVICES - SANITATION**



SANITATION UTILITY FUND

2015 APPROVED BUDGET

| RESOURCES                  |                  | APPROPRIATIONS      |                  |
|----------------------------|------------------|---------------------|------------------|
| INVESTMENT INCOME          | 321              | PERSONNEL           | 1,555,801        |
| GARBAGE/REFUSE COLLECTION  | 3,952,440        | SERVICES            | 828,985          |
| STATE GRANTS               | 53,000           | SUPPLIES            | 196,800          |
| OTHER REVENUE              | 300,000          | OTHER               | 1,824,175        |
| FUND BALANCE APPROPRIATION | 100,000          |                     |                  |
| TOTAL RESOURCES            | <u>4,405,761</u> | TOTAL APPROPRIATION | <u>4,405,761</u> |

SANITATION UTILITY FUND  
2015 APPROVED BUDGET

| Account Name               | 2012<br>Actual   | 2012<br>Actual   | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------|------------------|------------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS SUMMARY   |                  |                  |                               |                            |                            |
| Investment Income          | 608              | 338              | 270                           | 363                        | 321                        |
| Garbage/Refuse Collection  | 4,556,642        | 4,051,690        | 3,550,685                     | 4,273,028                  | 3,952,440                  |
| State Grants               | 51,853           | 0                | 106,051                       | 51,853                     | 53,000                     |
| Other Revenue              | 724,271          | 3,883            | 1,449                         | 6,000                      | 300,000                    |
| TOTAL REVENUE              | <u>5,333,374</u> | <u>4,055,911</u> | <u>3,658,455</u>              | <u>4,331,244</u>           | <u>4,305,761</u>           |
| Fund Balance Appropriation | 0                | 0                | 0                             | 0                          | 100,000                    |
| TOTAL RESOURCES            | <u>5,333,374</u> | <u>4,055,911</u> | <u>3,658,455</u>              | <u>4,331,244</u>           | <u>4,405,761</u>           |

|                            |                  |                  |                  |                  |                  |
|----------------------------|------------------|------------------|------------------|------------------|------------------|
| REVENUE ANALYSIS DETAIL    |                  |                  |                  |                  |                  |
| Interest-Savings Account   | 32               | 9                | 1                | 14               | 1                |
| Interest-Other             | 575              | 329              | 269              | 349              | 320              |
| Gain on Sale of Assets     | 0                | 0                | 0                | 0                | 0                |
| Garbage/Refuse Collection  | 4,500,142        | 4,041,131        | 3,538,687        | 4,262,000        | 3,939,940        |
| Other Operational Revenue  | 13,775           | 3,016            | 597              | 6,000            | 300,000          |
| Sanitation Liens-Principal | 53,427           | 9,040            | 9,657            | 8,700            | 10,000           |
| Sanitation Liens-Interest  | 3,073            | 1,519            | 2,341            | 2,328            | 2,500            |
| Refund of Expenditures     | 710,496          | 867              | 852              | 0                | 0                |
| State Grants               | 51,853           | 0                | 106,051          | 51,853           | 53,000           |
| TOTAL REVENUE              | <u>5,333,374</u> | <u>4,055,911</u> | <u>3,658,455</u> | <u>4,331,244</u> | <u>4,305,761</u> |
| Fund Balance Appropriation | 0                | 0                | 0                | 0                | 0                |
| TOTAL RESOURCES            | <u>5,333,374</u> | <u>4,055,911</u> | <u>3,658,455</u> | <u>4,331,244</u> | <u>4,305,761</u> |

|                              |                  |                  |                  |                  |                  |
|------------------------------|------------------|------------------|------------------|------------------|------------------|
| EXPENDITURE ANALYSIS SUMMARY |                  |                  |                  |                  |                  |
| Personnel                    | 1,287,954        | 1,338,194        | 1,137,477        | 1,432,183        | 1,555,801        |
| Services                     | 1,149,188        | 775,959          | 703,391          | 775,228          | 828,985          |
| Supplies                     | 172,568          | 182,333          | 172,073          | 212,300          | 196,800          |
| Other                        | 1,808,484        | 733,887          | 37,150           | 1,911,533        | 1,824,175        |
| TOTAL EXPENDITURES           | <u>4,418,194</u> | <u>3,030,372</u> | <u>2,050,090</u> | <u>4,331,244</u> | <u>4,405,761</u> |

POSITION ANALYSIS SUMMARY  
2015 APPROVED BUDGET

|                                    | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|------------------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| SANITATION UTILITY FUND            |                |                |                               |                            |                            |
| Neighborhood Services - Sanitation | 20.00          | 22.50          | 22.50                         | 22.50                      | 23.50                      |
| TOTAL POSITIONS                    | <u>20.00</u>   | <u>22.50</u>   | <u>22.50</u>                  | <u>22.50</u>               | <u>23.50</u>               |

BUREAU OF NEIGHBORHOOD SERVICES - SANITATION

The Bureau of Neighborhood Services - Sanitation is responsible for weekly refuse collection, recyclables collection, and transportation of both to the Harrisburg Resource Recovery Facility. Residential customers are provided weekly service while commercial accounts are collected up to seven times weekly. In addition, the Bureau empties 250 sidewalk receptacles weekly. Special collections and neighborhood non-bulk collections are provided on a call-in basis in addition to regular weekly services.

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

Utility Fund

2710 Neighborhood Services - Sanitation

| Allocation Plan         |                  |                  | Position Control                               |                  |                  |                  |                  |
|-------------------------|------------------|------------------|--|------------------|------------------|------------------|------------------|
| PERSONNEL               | 2014<br>Adjusted | 2015<br>Approved | JOB<br>CLASSIFICATION                          | 2014<br>Adjusted | 2015<br>Approved | 2014<br>Adjusted | 2015<br>Approved |
| Salaries-Mgmt           | 30,000           | 70,000           | Deputy Director 50                             | 0.50             | 0.50             | 30,000           | 30,000           |
| Salaries-BU             | 766,697          | 807,457          | Sanitation Billing & Enforcement Coordinator   | 0.00             | 1.00             | 0                | 40,000           |
| Overtime                | 99,399           | 95,844           |  |                  |                  |                  |                  |
| Fringe Benefits         | 495,523          | 502,800          |  |                  |                  |                  |                  |
| Miscellaneous           | 40,564           | 79,700           | Total Management                               | 0.50             | 1.50             | 30,000           | 70,000           |
| TOTAL                   | 1,432,183        | 1,555,801        | Motor Equipment Operator                       | 11               | 11               | 407,988          | 410,316          |
|                         |                  |                  | Laborer III                                    | 10               | 10               | 355,009          | 355,951          |
| SERVICES                |                  |                  | Solid Waste Education & Enforcement Technician | 1                | 1                | 40,700           | 41,190           |
| Communications          | 4,830            | 20,300           | Reallocation                                   |                  |                  | (37,000)         | 0                |
| Professional Services   | 7,425            | 19,250           |  |                  |                  |                  |                  |
| Utilities               | 1,700            | 0                | Total Bargaining Unit                          | 22               | 22               | 766,697          | 807,457          |
| Insurance               | 61,891           | 65,502           | Overtime                                       |                  |                  | 99,399           | 95,844           |
| Rentals                 | 8,100            | 9,000            | FICA   |                  |                  | 68,613           | 75,890           |
| Maintenance & Repairs   | 163,079          | 187,200          | Healthcare Benefits - Active                   |                  |                  | 426,910          | 426,910          |
| Contracted Services     | 528,203          | 527,733          | Total Fringe Benefits                          |                  |                  | 495,523          | 502,800          |
| TOTAL                   | 775,228          | 828,985          | Sick Leave Buy-Back                            |                  |                  | 5,178            | 4,600            |
| SUPPLIES                |                  |                  | Severance Pay                                  |                  |                  | 14,100           | 14,100           |
| Supplies                | 211,300          | 195,800          | Unemployment Compensation                      |                  |                  | 15,000           | 11,000           |
| Minor Capital Equipment | 1,000            | 1,000            | Workers' Compensation                          |                  |                  | 5,000            | 5,000            |
| TOTAL                   | 212,300          | 196,800          | Loss/Time Medical                              |                  |                  | 46,500           | 45,000           |
|                         |                  |                  | State Fees                                     |                  |                  | 0                | 0                |
| OTHER                   | 1,911,533        | 1,824,175        | Excess Policy & Bond                           |                  |                  | 0                | 0                |
|                         |                  |                  | Concessions & Vacancies                        |                  |                  | (45,215)         | 0                |
| TOTAL APPROPRIATION     | 4,331,244        | 4,405,761        | Total Miscellaneous                            |                  |                  | 40,564           | 79,700           |
|                         |                  |                  | TOTAL  | 22.50            | 23.50            | 1,432,183        | 1,555,801        |

## 2015 Approved Budget

Revenue Line Item

### BUDGET UNIT: 27272700 SANITATION FUND

| Account                               | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 350000 SAVINGS ACCT INTEREST          | \$32.35               | \$9.43                | \$0.88                     | \$14.00                 | \$1.00                  |
| 352000 INT ON INVSTMTS/GRANT          | \$575.24              | \$328.55              | \$269.10                   | \$348.85                | \$320.00                |
| <b>350100 INTEREST INCOME</b>         | <b>\$607.59</b>       | <b>\$337.98</b>       | <b>\$269.98</b>            | <b>\$362.85</b>         | <b>\$321.00</b>         |
| 358090 SALE OF ASSETS                 | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>355100 RENTAL REVENUE</b>          | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 367007 GARBAGE AND REFUSE COLL        | \$4,500,142.32        | \$4,041,131.05        | \$3,538,687.29             | \$4,262,000.00          | \$3,939,940.00          |
| 367009 OTHER SANITATION FUND REV      | \$13,775.49           | \$3,016.10            | \$597.20                   | \$6,000.00              | \$300,000.00            |
| 367051 SANITATION LIENS PRINC         | \$53,426.63           | \$9,039.57            | \$9,656.81                 | \$8,700.00              | \$10,000.00             |
| 367052 SANITATION LIENS INT           | \$3,073.29            | \$1,519.27            | \$2,340.89                 | \$2,328.00              | \$2,500.00              |
| <b>367100 SANITATION UTILITY FUND</b> | <b>\$4,570,417.73</b> | <b>\$4,054,705.99</b> | <b>\$3,551,282.19</b>      | <b>\$4,279,028.00</b>   | <b>\$4,252,440.00</b>   |
| 380010 RECEIPT OF PRIOR YEAR REV      | \$710,496.00          | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 380033 INSURANCE REIMB FOR LOSS       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 385000 REFUNDS OF EXPENDITURES        | \$0.00                | \$866.84              | \$852.00                   | \$0.00                  | \$0.00                  |
| <b>380100 MISCELLANEOUS</b>           | <b>\$710,496.00</b>   | <b>\$866.84</b>       | <b>\$852.00</b>            | <b>\$0.00</b>           | <b>\$0.00</b>           |
| 396000 GRANT PROCEEDS                 | \$51,853.00           | \$0.00                | \$106,051.00               | \$51,853.00             | \$53,000.00             |
| <b>390100 INTERGOVERNMENTAL</b>       | <b>\$51,853.00</b>    | <b>\$0.00</b>         | <b>\$106,051.00</b>        | <b>\$51,853.00</b>      | <b>\$53,000.00</b>      |
| 399099 ESTIMATED CASH CARRYOVER       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$100,000.00            |
| <b>399100 EST CASH CARRYOVER</b>      | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$100,000.00</b>     |
| <b>27272700 SANITATION FUND</b>       | <b>\$5,333,374.32</b> | <b>\$4,055,910.81</b> | <b>\$3,658,455.17</b>      | <b>\$4,331,243.85</b>   | <b>\$4,405,761.00</b>   |



**SANITATION UTILITY FUND**Page 166

## **2015 Approved Budget**

### Expenditure Line Item

#### **BUDGET UNIT: 27272710 SANITATION FUND**

| Account                            | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 414000 SALARIES & WAGES            | \$751,560.78          | \$752,207.88          | \$590,196.18               | \$796,697.00            | \$877,457.00            |
| 415000 TEMPORARY                   | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 416000 OVERTIME                    | \$39,108.10           | \$61,528.52           | \$99,386.43                | \$99,399.00             | \$95,844.00             |
| 417000 SICK LEAVE BUY-BACK         | \$2,081.09            | \$3,100.87            | \$4,464.61                 | \$5,178.44              | \$4,600.00              |
| <b>414100 SALARIES/ WAGES</b>      | <b>\$792,749.97</b>   | <b>\$816,837.27</b>   | <b>\$694,047.22</b>        | <b>\$901,274.44</b>     | <b>\$977,901.00</b>     |
| 419001 SOCIAL SECURITY             | \$61,761.59           | \$63,367.38           | \$54,173.17                | \$68,613.00             | \$75,890.00             |
| 419002 MEDICAL                     | \$361,595.17          | \$395,258.25          | \$323,910.46               | \$426,910.00            | \$426,910.00            |
| 419005 SEVERANCE PAY               | \$11,529.86           | \$2,503.99            | \$14,099.58                | \$14,100.00             | \$14,100.00             |
| 419010 UNEMPLOYMENT COMPENSAT      | \$10,296.00           | \$0.00                | \$0.00                     | \$15,000.00             | \$11,000.00             |
| 419011 WORKERS' COMP-ADJ FEES      | \$3,644.03            | \$4,247.49            | \$5,000.00                 | \$5,000.00              | \$5,000.00              |
| 419012 LOSS TIME & MED             | \$45,877.45           | \$55,979.33           | \$46,246.17                | \$46,500.00             | \$45,000.00             |
| 419014 STATE FEES & ASSESSMENTS    | \$500.00              | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 419015 EXCESS POLICY & BOND        | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 419019 CONCESSIONS & VACANCIES     | \$0.00                | \$0.00                | \$0.00                     | (\$45,214.87)           | \$0.00                  |
| <b>419100 FRINGE BENEFITS</b>      | <b>\$495,204.10</b>   | <b>\$521,356.44</b>   | <b>\$443,429.38</b>        | <b>\$530,908.13</b>     | <b>\$577,900.00</b>     |
| <b>419995 PERSONNEL</b>            | <b>\$1,287,954.07</b> | <b>\$1,338,193.71</b> | <b>\$1,137,476.60</b>      | <b>\$1,432,182.57</b>   | <b>\$1,555,801.00</b>   |
| 420010 ADVERTISING                 | \$0.00                | \$297.34              | \$0.00                     | \$730.00                | \$10,000.00             |
| 420020 PRINTING                    | \$2,258.82            | \$2,140.57            | \$1,904.34                 | \$2,800.00              | \$5,000.00              |
| 420040 TELEPHONE                   | \$0.00                | \$0.00                | \$14.95                    | \$300.00                | \$300.00                |
| 420050 POSTAGE                     | \$30.12               | \$29.05               | \$1.44                     | \$1,000.00              | \$5,000.00              |
| <b>420100 COMMUNICATIONS</b>       | <b>\$2,288.94</b>     | <b>\$2,466.96</b>     | <b>\$1,920.73</b>          | <b>\$4,830.00</b>       | <b>\$20,300.00</b>      |
| 421010 LEGAL                       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$6,000.00              |
| 421020 AUDIT                       | \$0.00                | \$6,000.00            | \$6,000.00                 | \$6,000.00              | \$7,000.00              |
| 421040 COLLECTION(OPT & LIENS)     | \$0.00                | \$0.00                | \$0.00                     | \$1,250.00              | \$1,250.00              |
| 421050 OTHER PROFESSIONAL FEES     | \$3,375.00            | \$175.00              | \$175.00                   | \$175.00                | \$5,000.00              |
| 421070 ARBITRATION                 | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>421100 PROFESSIONAL SRVC</b>    | <b>\$3,375.00</b>     | <b>\$6,175.00</b>     | <b>\$6,175.00</b>          | <b>\$7,425.00</b>       | <b>\$19,250.00</b>      |
| 422000 SEWERAGE                    | \$0.00                | \$0.00                | \$0.00                     | \$100.00                | \$0.00                  |
| 422010 WATER                       | \$0.00                | \$0.00                | \$0.00                     | \$500.00                | \$0.00                  |
| 422080 SEWERAGE MAINT CHARGES      | \$0.00                | \$0.00                | \$0.00                     | \$100.00                | \$0.00                  |
| 422090 REFUSE                      | \$0.00                | \$0.00                | \$0.00                     | \$1,000.00              | \$0.00                  |
| <b>422100 UTILITIES &amp; SRVC</b> | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$1,700.00</b>       | <b>\$0.00</b>           |
| 423002 STOP/LOSS PREMIUM           | \$12,046.61           | \$11,120.78           | \$9,039.04                 | \$18,500.00             | \$18,500.00             |
| 423010 AUTOMOBILE PREM             | \$15,483.85           | \$16,896.69           | \$16,193.01                | \$16,602.00             | \$16,602.00             |
| 423011 AUTO DEDUCT                 | \$5,112.99            | \$14,003.80           | \$18,820.77                | \$19,500.00             | \$25,000.00             |
| 423020 GENERAL LIABILITY PREM      | \$2,975.52            | \$4,076.63            | \$4,038.56                 | \$4,140.56              | \$4,200.00              |
| 423021 GEN LIAB DEDUCT             | \$0.00                | \$0.00                | \$0.00                     | \$2,200.00              | \$0.00                  |
| 423095 EXCESS LIABILITY            | \$1,442.78            | \$965.51              | \$925.34                   | \$948.72                | \$1,200.00              |
| <b>423100 INSURANCE</b>            | <b>\$37,061.75</b>    | <b>\$47,063.41</b>    | <b>\$49,016.72</b>         | <b>\$61,891.28</b>      | <b>\$65,502.00</b>      |
| 424000 VEHICULAR EQUIPMENT         | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 424060 OTHER RENTALS               | \$0.00                | \$17,232.70           | \$0.00                     | \$0.00                  | \$0.00                  |
| 424061 UNIFORM RENTALS             | \$8,388.57            | \$7,677.74            | \$8,100.00                 | \$8,100.00              | \$9,000.00              |
| <b>424100 RENTALS</b>              | <b>\$8,388.57</b>     | <b>\$24,910.44</b>    | <b>\$8,100.00</b>          | <b>\$8,100.00</b>       | <b>\$9,000.00</b>       |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 27272710 SANITATION FUND

| Account                           | 2012 Actual           | 2013 Actual         | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-----------------------------------|-----------------------|---------------------|----------------------------|-------------------------|-------------------------|
| 425010 VEHICULAR EQUIPMENT        | \$97,224.62           | \$145,000.00        | \$125,927.94               | \$128,879.00            | \$125,000.00            |
| 425030 BUILDING MAINT             | \$1,093.39            | \$0.00              | \$224.03                   | \$1,200.00              | \$1,200.00              |
| 425050 COMMUNICATIONS EQUIPMENT   | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$28,000.00             |
| 425090 MAINT SERV CONTRACT        | \$24,795.75           | \$33,549.11         | \$32,368.28                | \$33,000.00             | \$33,000.00             |
| <b>425100 MAINT &amp; REPAIRS</b> | <b>\$123,113.76</b>   | <b>\$178,549.11</b> | <b>\$158,520.25</b>        | <b>\$163,079.00</b>     | <b>\$187,200.00</b>     |
| 429003 GENERAL ADMIN. CHARGES     | \$957,745.00          | \$500,000.00        | \$460,000.00               | \$506,063.00            | \$506,063.00            |
| 429005 NUISANCE                   | \$0.00                | \$385.00            | \$185.00                   | \$420.00                | \$420.00                |
| 429009 ADMIN/TRUSTEE FEE          | \$144.05              | \$78.64             | \$222.58                   | \$270.00                | \$200.00                |
| 429012 LAUNDRY                    | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429013 INCINERATOR TRUCK PERMIT   | \$4,250.00            | \$4,450.00          | \$3,650.00                 | \$5,000.00              | \$5,000.00              |
| 429014 CONTRACTED PERSONNEL SVS.  | \$0.00                | \$0.00              | \$11,313.84                | \$11,350.00             | \$11,350.00             |
| 429015 TRAVEL                     | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429016 CONFERENCES                | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429017 MEMBERSHIPS                | \$0.00                | \$852.00            | \$0.00                     | \$0.00                  | \$0.00                  |
| 429025 DISASTER RECOVERY SYSTEM   | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 429090 MISC CONTRACTED SRVCS      | \$4,691.50            | \$4,062.96          | \$4,286.90                 | \$4,700.00              | \$4,700.00              |
| 429095 BANK SERV CHARGES          | \$8,129.44            | \$6,965.37          | \$0.00                     | \$400.00                | \$0.00                  |
| <b>429100 CONTRACTED SRVC</b>     | <b>\$974,959.99</b>   | <b>\$516,793.97</b> | <b>\$479,658.32</b>        | <b>\$528,203.00</b>     | <b>\$527,733.00</b>     |
| <b>429995 SERVICES</b>            | <b>\$1,149,188.01</b> | <b>\$775,958.89</b> | <b>\$703,391.02</b>        | <b>\$775,228.28</b>     | <b>\$828,985.00</b>     |
| 430002 SOFTWARE                   | \$15,005.82           | \$21,419.45         | \$18,959.16                | \$22,000.00             | \$22,500.00             |
| 430003 SUBSCRIPTIONS              | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430005 DUPLICATING                | \$273.00              | \$292.00            | \$0.00                     | \$300.00                | \$300.00                |
| 430006 PHOTOGRAPHY                | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING            | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430009 OFFICE                     | \$991.22              | \$410.79            | \$659.80                   | \$1,000.00              | \$1,000.00              |
| 430011 CUSTODIAL                  | \$2,795.87            | \$2,078.40          | \$1,076.98                 | \$1,500.00              | \$1,500.00              |
| 430012 PERSONAL SAFETY            | \$130.89              | \$602.93            | \$500.00                   | \$500.00                | \$1,000.00              |
| 430013 FIREFIGHTING               | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430014 WEARING APPAREL            | \$4,513.03            | \$4,813.51          | \$4,500.00                 | \$5,000.00              | \$5,000.00              |
| 430037 CHEMICALS                  | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| 430042 TOOLS & HARDWARE           | \$301.12              | \$0.00              | \$1,000.00                 | \$1,500.00              | \$1,500.00              |
| 430049 TRASH REMOVAL              | \$2,466.80            | \$368.40            | \$0.00                     | \$0.00                  | \$0.00                  |
| 430050 MOTOR FUELS/LUBRICANTS     | \$100,000.00          | \$100,000.00        | \$81,822.43                | \$100,000.00            | \$100,000.00            |
| 430051 TIRES & BATTERIES          | \$14,281.16           | \$14,000.00         | \$19,040.10                | \$23,000.00             | \$18,000.00             |
| 430052 VEHICLE PARTS & SUPPLIES   | \$31,809.42           | \$28,530.45         | \$17,573.43                | \$30,000.00             | \$30,000.00             |
| 430099 MISC SUPPLIES AND EXP      | \$0.00                | \$9,816.61          | \$26,475.58                | \$26,500.00             | \$15,000.00             |
| <b>430100 SUPPLIES &amp; EXP</b>  | <b>\$172,568.33</b>   | <b>\$182,332.54</b> | <b>\$171,607.48</b>        | <b>\$211,300.00</b>     | <b>\$195,800.00</b>     |
| 439015 OFFICE EQUIPMENT           | \$0.00                | \$0.00              | \$465.25                   | \$1,000.00              | \$1,000.00              |
| <b>439100 MINOR CAPITAL</b>       | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$465.25</b>            | <b>\$1,000.00</b>       | <b>\$1,000.00</b>       |
| <b>439995 SUPPLIES</b>            | <b>\$172,568.33</b>   | <b>\$182,332.54</b> | <b>\$172,072.73</b>        | <b>\$212,300.00</b>     | <b>\$196,800.00</b>     |
| 447030 GO INTEREST PMT            | \$0.00                | \$0.00              | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>447100 INTEREST EXPENSE</b>    | <b>\$0.00</b>         | <b>\$0.00</b>       | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |

## **2015 Approved Budget**

Expenditure Line Item

**BUDGET UNIT: 27272710 SANITATION FUND**

| Account                          | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|----------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 453049 LEASE PURCHASE            | \$119,544.75          | \$21,391.02           | \$37,150.20                | \$160,272.00            | \$72,914.00             |
| <b>450100 CAPITAL OUTLAY</b>     | <b>\$119,544.75</b>   | <b>\$21,391.02</b>    | <b>\$37,150.20</b>         | <b>\$160,272.00</b>     | <b>\$72,914.00</b>      |
| 481055 LIABILITY INSURANCE CLAIM | \$0.00                | \$2,000.00            | \$0.00                     | \$2,000.00              | \$2,000.00              |
| 481001 GENERAL FUND TRANSFERS    | \$1,688,938.76        | \$710,496.00          | \$0.00                     | \$1,749,261.00          | \$1,749,261.00          |
| 481028 LANDFILL/INCIN UTILITY FD | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 486000 PYMT OF PRIOR YR EXPEND.  | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 499099 ANTICIPATED CONCESSIONS   | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>480100 NON-EXP ITEMS</b>      | <b>\$1,688,938.76</b> | <b>\$712,496.00</b>   | <b>\$0.00</b>              | <b>\$1,751,261.00</b>   | <b>\$1,751,261.00</b>   |
| <b>499995 OTHER</b>              | <b>\$1,808,483.51</b> | <b>\$733,887.02</b>   | <b>\$37,150.20</b>         | <b>\$1,911,533.00</b>   | <b>\$1,824,175.00</b>   |
| <b>27272710 SANITATION FUND</b>  | <b>\$4,418,193.92</b> | <b>\$3,030,372.16</b> | <b>\$2,050,090.55</b>      | <b>\$4,331,243.85</b>   | <b>\$4,405,761.00</b>   |

## DISPOSAL FUND

The (Incinerator) Disposal Fees fund accounts for the collection of Resource Recovery Facility (Incinerator) disposal fees billed for the provision of solid waste incineration services and related capital investments to the residents and commercial and industrial establishments of the City of Harrisburg.

| RESOURCE ALLOCATION<br>2015 APPROVED BUDGET |                  |                     |                  |
|---|------------------|---------------------|------------------|
| RESOURCES                                   |                  | APPROPRIATIONS      |                  |
| INVESTMENT INCOME                           | 2                | SERVICES            | 6,963,758        |
| READY TO DISPOSE INCOME                     | 6,868,000        | SUPPLIES            | 1,634,200        |
| FUND BALANCE APPROPRIATION                  | 2,090,356        | OTHER               | 360,400          |
| TOTAL RESOURCES                             | <u>8,958,358</u> | TOTAL APPROPRIATION | <u>8,958,358</u> |

INCINERATOR DISPOSAL FEES FUND  
2015 APPROVED BUDGET

| Account Name                    | 2012<br>Actual   | 2013<br>Actual   | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|---------------------------------|------------------|------------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS SUMMARY        |                  |                  |                               |                            |                            |
| Investment Income               | 20               | 14               | 1                             | 17                         | 2                          |
| Ready to Dispose Income         | 6,568,094        | 7,580,716        | 8,091,465                     | 6,500,162                  | 6,868,000                  |
| TOTAL REVENUE                   | <u>6,568,114</u> | <u>7,580,731</u> | <u>8,091,467</u>              | <u>6,500,179</u>           | <u>6,868,002</u>           |
| Fund Balance Appropriation      | 0                | 0                | 0                             | 0                          | 2,090,356                  |
| TOTAL RESOURCES                 | <u>6,568,114</u> | <u>7,580,731</u> | <u>8,091,467</u>              | <u>6,500,179</u>           | <u>8,958,358</u>           |
| REVENUE ANALYSIS DETAIL         |                  |                  |                               |                            |                            |
| Interest-Savings Account        | 20               | 14               | 1                             | 17                         | 2                          |
| Interest-Other                  | 0                | 0                | 0                             | 0                          | 0                          |
| Ready to Dispose Charges        | 6,427,020        | 7,548,365        | 8,064,837                     | 6,473,700                  | 6,840,000                  |
| Ready Dispose Liens - Principal | 136,531          | 28,211           | 22,674                        | 23,100                     | 24,000                     |
| Ready Dispose Liens - Interest  | 4,543            | 4,140            | 3,955                         | 3,362                      | 4,000                      |
| TOTAL REVENUE                   | <u>6,568,114</u> | <u>7,580,731</u> | <u>8,091,467</u>              | <u>6,500,179</u>           | <u>6,868,002</u>           |
| Fund Balance Appropriation      | 0                | 0                | 0                             | 0                          | 2,090,356                  |
| TOTAL RESOURCES                 | <u>6,568,114</u> | <u>7,580,731</u> | <u>8,091,467</u>              | <u>6,500,179</u>           | <u>8,958,358</u>           |
| EXPENDITURE ANALYSIS SUMMARY    |                  |                  |                               |                            |                            |
| Personnel                       | 0                | 0                | 0                             | 0                          | 0                          |
| Services                        | 5,809,063        | 7,026,920        | 4,131,110                     | 6,500,179                  | 6,963,758                  |
| Supplies                        | 0                | 0                | 0                             | 0                          | 1,634,200                  |
| Other                           | 0                | 0                | 0                             | 0                          | 360,400                    |
| TOTAL EXPENDITURES              | <u>5,809,063</u> | <u>7,026,920</u> | <u>4,131,110</u>              | <u>6,500,179</u>           | <u>8,958,358</u>           |

EXPENDITURE ANALYSIS DETAIL  
2015 APPROVED BUDGET

Proprietary Fund

2810 Disposal

Allocation Plan

|                                | 2014<br>Adjusted | 2015<br>Approved |
|--------------------------------|------------------|------------------|
| SERVICES                       |                  |                  |
| Refuse Disposal                | 5,858,100        | 6,650,000        |
| Refuse Disposal - Delinquent   | 435,693          | 0                |
| Bank Service Charges           | 13,000           | 8,758            |
| General Administrative Charges | 193,386          | 305,000          |
| TOTAL                          | 6,500,179        | 6,963,758        |
| SUPPLIES                       | 0                | 1,634,200        |
| OTHER                          | 0                | 360,400          |
| TOTAL APPROPRIATION            | 6,500,179        | 8,958,358        |

## **2015 Approved Budget**

Revenue Line Item

### **BUDGET UNIT: 28282800 DISPOSAL FUND**

| Account                          | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|----------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 350000 SAVINGS ACCT INTEREST     | \$19.89               | \$14.46               | \$1.40                     | \$17.00                 | \$2.00                  |
| <b>350100 INTEREST INCOME</b>    | <b>\$19.89</b>        | <b>\$14.46</b>        | <b>\$1.40</b>              | <b>\$17.00</b>          | <b>\$2.00</b>           |
| 368004 READY TO DISP. CHARGES    | \$6,427,020.07        | \$7,548,365.38        | \$8,064,836.85             | \$6,473,700.00          | \$6,840,000.00          |
| 368051 DISP RTS INC LIENS PRIN.  | \$136,531.00          | \$28,211.33           | \$22,673.54                | \$23,100.00             | \$24,000.00             |
| 368052 DISP RTS INC. LIENS -INT. | \$4,543.39            | \$4,139.53            | \$3,955.05                 | \$3,362.00              | \$4,000.00              |
| <b>368100 DISPOSAL FUND</b>      | <b>\$6,568,094.46</b> | <b>\$7,580,716.24</b> | <b>\$8,091,465.44</b>      | <b>\$6,500,162.00</b>   | <b>\$6,868,000.00</b>   |
| 399099 ESTIMATED CASH CARRYOVER  | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$2,090,356.00          |
| <b>399100 EST CASH CARRYOVER</b> | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$2,090,356.00</b>   |
| <b>28282800 DISPOSAL FUND</b>    | <b>\$6,568,114.35</b> | <b>\$7,580,730.70</b> | <b>\$8,091,466.84</b>      | <b>\$6,500,179.00</b>   | <b>\$8,958,358.00</b>   |



## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: 28282810 DISPOSAL FUND

| Account                            | 2012 Actual           | 2013 Actual           | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|-----------------------|-----------------------|----------------------------|-------------------------|-------------------------|
| 422000 SEWERAGE                    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 422010 WATER                       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 422020 ELECTRICITY                 | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 422030 HEAT                        | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 422050 POWER-UTILITY PLANT         | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 422080 SEWERAGE MAINT CHARGES      | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 422091 DISPOSAL                    | \$5,796,913.00        | \$7,016,264.40        | \$4,131,110.20             | \$5,858,100.00          | \$6,650,000.00          |
| 422092 REFUSE DISPOSAL-DELINQ.     | \$0.00                | \$0.00                | \$0.00                     | \$435,693.00            | \$0.00                  |
| <b>422100 UTILITIES &amp; SRVC</b> | <b>\$5,796,913.00</b> | <b>\$7,016,264.40</b> | <b>\$4,131,110.20</b>      | <b>\$6,293,793.00</b>   | <b>\$6,650,000.00</b>   |
| 429000 SEWER LINE VIDEO/TV SVCS    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 429001 TUITION/TRAINING            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 429003 GENERAL ADMIN. CHARGES      | \$0.00                | \$0.00                | \$0.00                     | \$193,386.00            | \$305,000.00            |
| 429095 BANK SERV CHARGES           | \$12,149.78           | \$10,655.63           | \$0.00                     | \$13,000.00             | \$8,758.00              |
| <b>429100 CONTRACTED SRVC</b>      | <b>\$12,149.78</b>    | <b>\$10,655.63</b>    | <b>\$0.00</b>              | <b>\$206,386.00</b>     | <b>\$313,758.00</b>     |
| <b>429995 SERVICES</b>             | <b>\$5,809,062.78</b> | <b>\$7,026,920.03</b> | <b>\$4,131,110.20</b>      | <b>\$6,500,179.00</b>   | <b>\$6,963,758.00</b>   |
| 430002 SOFTWARE                    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430008 DATA PROCESSING             | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$16,200.00             |
| 430052 VEHICLE PARTS & SUPPLIES    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$42,000.00             |
| 430055 MECH EQUIP PARTS            | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| 430064 COMMERCIAL TRASH TOTERS     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$440,000.00            |
| 430065 RESIDENTIAL RECYCL TOTERS   | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$230,000.00            |
| 430066 RESIDENTIAL TRASH TOTERS    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$850,000.00            |
| 430067 COMMERCIAL RECYCL TOTERS    | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$56,000.00             |
| 430099 MISC SUPPLIES AND EXP       | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>430100 SUPPLIES &amp; EXP</b>   | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,634,200.00</b>   |
| <b>439995 SUPPLIES</b>             | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,634,200.00</b>   |
| 453000 OPERATIONS EQUIPMENT        | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$270,000.00            |
| 453039 EQUIPMENT-COMMUNICATION     | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$30,400.00             |
| 453049 LEASE PURCHASE              | \$0.00                | \$0.00                | \$0.00                     | \$0.00                  | \$60,000.00             |
| <b>450100 CAPITAL OUTLAY</b>       | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$360,400.00</b>     |
| <b>499995 OTHER</b>                | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$360,400.00</b>     |
| <b>28282810 DISPOSAL FUND</b>      | <b>\$5,809,062.78</b> | <b>\$7,026,920.03</b> | <b>\$4,131,110.20</b>      | <b>\$6,500,179.00</b>   | <b>\$8,958,358.00</b>   |

# BLIGHT REMEDIATION FUND

The Blight Remediation fund is responsible for the collection of fee revenue and related expenses of the City as they pertain to enforcement of ordinances regulating blight and local health, housing and safety codes and regulations, including expenses related to remediation of blighted conditions, as authorized.

## RESOURCE ALLOCATION 2015 APPROVED BUDGET

| RESOURCES                |                | APPROPRIATIONS           |                |
|--------------------------|----------------|--------------------------|----------------|
| SALVAGE                  | 5,000          | SALVAGE                  | 14,000         |
| LAND BANK                | 250,000        | LAND BANK                | 250,000        |
| PERMIT PENALTY           | 15,000         | PERMIT PENALTY           | 42,000         |
| VACANT PROPERTY REGISTRY | 0              | VACANT PROPERTY REGISTRY | 0              |
| FUND BALANCE PROPRIATION | 131,931        |                          |                |
| TOTAL RESOURCES          | <u>401,931</u> | TOTAL APPROPRIATION      | <u>306,000</u> |

BLIGHT REMEDIATION FUND  
2015 APPROVED BUDGET

|                            | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS DETAIL    |                |                |                               |                            |                            |
| SALVAGE                    | 0              | 0              | 0                             | 0                          | 5,000                      |
| LAND BANK                  | 0              | 0              | 0                             | 0                          | 250,000                    |
| PERMIT PENALTY             | 0              | 0              | 0                             | 0                          | 15,000                     |
| VACANT PROPERTY REGISTRY   | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL REVENUE              | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>270,000</u>             |
| FUND BALANCE APPROPRIATION | 0              | 0              | 0                             | 0                          | 131,931                    |
| TOTAL RESOURCES            | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>401,931</u>             |

|                             |          |          |          |          |                |
|-----------------------------|----------|----------|----------|----------|----------------|
| EXPENDITURE ANALYSIS DETAIL |          |          |          |          |                |
| SALVAGE                     | 0        | 0        | 0        | 0        | 14,000         |
| LAND BANK                   | 0        | 0        | 0        | 0        | 250,000        |
| PERMIT PENALTY              | 0        | 0        | 0        | 0        | 42,000         |
| VACANT PROPERTY REGISTRY    | 0        | 0        | 0        | 0        | 0              |
| TOTAL EXPENDITURES          | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>306,000</u> |

## 2015 Approved Budget

Revenue Line Item

### BUDGET UNIT: BLI GHT REMEDI ATI ON FUND

| Account                                  | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 343083 RECYCLING REV-DEMOLITION          | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,000.00              |
| 399099 ESTIMATED CASH CARRYOVER          | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$34,718.75             |
| <b>xxxxxxx SALVAGE</b>                   | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$39,718.75</b>      |
| 398001 GENERAL FUND                      | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$250,000.00            |
| <b>xxxxxxx LAND BANK</b>                 | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$250,000.00</b>     |
| 341003 MITIGATION FEES                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$12,000.00             |
| 341022 BUILDING PERMIT FEES              | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,000.00              |
| 399099 ESTIMATED CASH CARRYOVER          | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$97,212.58             |
| <b>xxxxxxx PERMIT PENALTY</b>            | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$112,212.58</b>     |
| *****                                    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>xxxxxxx VACANT PROPERTY REGI STRY</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>BLI GHT REMEDI ATI ON FUND</b>        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$401,931.33</b>     |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: BLIGHT REMEDIATION FUND

| Account                                 | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 429090 MISC CONTRACTED SRVCS            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,000.00              |
| 430014 WEARING APPREAL                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,500.00              |
| 430042 TOOLS AND HARDWARE               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$2,500.00              |
| 430099 MISC SUPPLIES AND EXP            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,000.00              |
| 439099 MISC EQUIPMENT                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$2,000.00              |
| <b>xxxxxxx SALVAGE</b>                  | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$14,000.00</b>      |
| *****                                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$250,000.00            |
| <b>xxxxxxx LAND BANK</b>                | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$250,000.00</b>     |
| 429090 MISC CONTRACTED SRVCS            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$15,000.00             |
| 430014 WEARING APPREAL                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$4,500.00              |
| 430042 TOOLS AND HARDWARE               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$7,500.00              |
| 430099 MISC SUPPLIES AND EXP            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$9,000.00              |
| 439099 MISC EQUIPMENT                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$6,000.00              |
| <b>xxxxxxx PERMIT PENALTY</b>           | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$42,000.00</b>      |
| 429090 MISC CONTRACTED SRVCS            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430014 WEARING APPREAL                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430042 TOOLS AND HARDWARE               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 430099 MISC SUPPLIES AND EXP            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 439099 MISC EQUIPMENT                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>xxxxxxx VACANT PROPERTY REGISTRY</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| <b>BLIGHT REMEDIATION FUND</b>          | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$306,000.00</b>     |

# SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND

The Special Events and Projects Reimbursement Fund accounts for fee, service provision chargeback and contribution revenue, along with related expenses, for use in the maintenance and betterment of the City's Public Works department.

## RESOURCE ALLOCATION 2015 APPROVED BUDGET

| RESOURCES                  |              | APPROPRIATIONS      |          |
|----------------------------|--------------|---------------------|----------|
| REVENUE                    | 0            | EXPENDITURES        | 0        |
| FUND BALANCE APPROPRIATION | 1,820        |                     |          |
| TOTAL RESOURCES            | <u>1,820</u> | TOTAL APPROPRIATION | <u>0</u> |

SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND  
2015 APPROVED BUDGET

|                            | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS DETAIL    |                |                |                               |                            |                            |
| REVENUE                    | 0              | 0              | 0                             | 0                          | 0                          |
| FUND BALANCE APPROPRIATION | 0              | 0              | 0                             | 0                          | 1,820                      |
| TOTAL RESOURCES            | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>1,820</u>               |

|                             |          |          |          |          |          |
|-----------------------------|----------|----------|----------|----------|----------|
| EXPENDITURE ANALYSIS DETAIL |          |          |          |          |          |
| TOTAL EXPENDITURES          | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

## **2015 Approved Budget**

Revenue Line Item

### **BUDGET UNIT: SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND**

| Account                                     | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 399099 ESTIMATED CASH CARRYOVER             | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,820.00              |
| <b>SPECIAL EVENTS &amp; PROJ REIMB FUND</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,820.00</b>       |



## **2015 Approved Budget**

Expenditure Line Item

### **BUDGET UNIT: SPECIAL EVENTS & PROJECTS REIMBURSEMENT FUND**

| Account                                     | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---|---------------|---------------|----------------------------|-------------------------|-------------------------|
| *****                                       | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>SPECIAL EVENTS &amp; PROJ REIMB FUND</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |

# FIRE PROTECTION FUND

The Fire Protection fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Fire department and activities.

## RESOURCE ALLOCATION 2015 APPROVED BUDGET

| RESOURCES                  |               | APPROPRIATIONS      |          |
|----------------------------|---------------|---------------------|----------|
| FIRE SAFETY HOUSE          | 0             | FIRE SAFETY HOUSE   | 0        |
| SHARP TEAM                 | 0             | SHARP TEAM          | 0        |
| URBAN SEARCH               | 0             | URBAN SEARCH        | 0        |
| SMOKE DETECT               | 0             | SMOKE DETECT        | 0        |
| FUND BALANCE APPROPRIATION | 76,352        |                     |          |
| TOTAL RESOURCES            | <u>76,352</u> | TOTAL APPROPRIATION | <u>0</u> |

FIRE PROTECTION FUND  
2015 APPROVED BUDGET

|                            | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS DETAIL    |                |                |                               |                            |                            |
| FIRE SAFETY HOUSE          | 0              | 0              | 0                             | 0                          | 0                          |
| SHARP TEAM                 | 0              | 0              | 0                             | 0                          | 0                          |
| URBAN SEARCH               | 0              | 0              | 0                             | 0                          | 0                          |
| SMOKE DETECT               | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL REVENUE              | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>0</u>                   |
| FUND BALANCE APPROPRIATION | 0              | 0              | 0                             | 0                          | 76,352                     |
| TOTAL RESOURCES            | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>76,352</u>              |

|                             |          |          |          |          |          |
|-----------------------------|----------|----------|----------|----------|----------|
| EXPENDITURE ANALYSIS DETAIL |          |          |          |          |          |
| FIRE SAFETY HOUSE           | 0        | 0        | 0        | 0        | 0        |
| SHARP TEAM                  | 0        | 0        | 0        | 0        | 0        |
| URBAN SEARCH                | 0        | 0        | 0        | 0        | 0        |
| SMOKE DETECT                | 0        | 0        | 0        | 0        | 0        |
| TOTAL EXPENDITURES          | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

## 2015 Approved Budget

Revenue Line Item

### BUDGET UNIT: FIRE PROTECTION FUND

| Account                          | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|----------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 399099 ESTIMATED CASH CARRYOVER  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,253.70              |
| <b>xxxxxxx FIRE SAFETY HOUSE</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,253.70</b>       |
| 399099 ESTIMATED CASH CARRYOVER  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$67,260.29             |
| <b>xxxxxxx SHARP TEAM</b>        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$67,260.29</b>      |
| 399099 ESTIMATED CASH CARRYOVER  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,018.84              |
| <b>xxxxxxx URBAN SEARCH</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$3,018.84</b>       |
| 399099 ESTIMATED CASH CARRYOVER  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$4,819.06              |
| <b>xxxxxxx SMOKE DETECT</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$4,819.06</b>       |
| <b>FIRE PROTECTION FUND</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$76,351.89</b>      |

## **2015 Approved Budget**

Expenditure Line Item

### BUDGET UNIT: FIRE PROTECTION FUND

| Account                   | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|---------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| *****                     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxx FIRE SAFETY HOUSE | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxx SHARP TEAM        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxx URBAN SEARCH      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                     | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxx SMOKE DETECT      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| FIRE PROTECTION FUND      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |

# POLICE PROTECTION FUND

The Police Protection fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Police department and activities.

## RESOURCE ALLOCATION 2015 APPROVED BUDGET

| RESOURCES                  |                | APPROPRIATIONS      |          |
|----------------------------|----------------|---------------------|----------|
| ILLEGAL GUN PROGRAM        | 0              | ILLEGAL GUN PROGRAM | 0        |
| POLICE TRAINING            | 0              | POLICE TRAINING     | 0        |
| K-9 WODAN                  | 0              | K-9 WODAN           | 0        |
| K-9 EQUESTRIAN             | 0              | K-9 EQUESTRIAN      | 0        |
| POLICE PROJECTS            | 0              | POLICE PROJECTS     | 0        |
| FED FORFEITURE             | 0              | FED FORFEITURE      | 0        |
| DARE PROGRAM               | 0              | DARE PROGRAM        | 0        |
| FUND BALANCE APPROPRIATION | 179,773        |                     |          |
| TOTAL RESOURCES            | <u>179,773</u> | TOTAL APPROPRIATION | <u>0</u> |

POLICE PROTECTION FUND  
2015 APPROVED BUDGET

|                            | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS DETAIL    |                |                |                               |                            |                            |
| ILLEGAL GUN PROGRAM        | 0              | 0              | 0                             | 0                          | 0                          |
| POLICE TRAINING            | 0              | 0              | 0                             | 0                          | 0                          |
| K-9 WODAN                  | 0              | 0              | 0                             | 0                          | 0                          |
| K-9 EQUESTRIAN             | 0              | 0              | 0                             | 0                          | 0                          |
| POLICE PROJECTS            | 0              | 0              | 0                             | 0                          | 0                          |
| FED FORFEITURE             | 0              | 0              | 0                             | 0                          | 0                          |
| DARE PROGRAM               | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL REVENUE              | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>0</u>                   |
| FUND BALANCE APPROPRIATION | 0              | 0              | 0                             | 0                          | 179,773                    |
| TOTAL RESOURCES            | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>179,773</u>             |

|                             |          |          |          |          |          |
|-----------------------------|----------|----------|----------|----------|----------|
| EXPENDITURE ANALYSIS DETAIL |          |          |          |          |          |
| ILLEGAL GUN PROGRAM         | 0        | 0        | 0        | 0        | 0        |
| POLICE TRAINING             | 0        | 0        | 0        | 0        | 0        |
| K-9 WODAN                   | 0        | 0        | 0        | 0        | 0        |
| K-9 EQUESTRIAN              | 0        | 0        | 0        | 0        | 0        |
| POLICE PROJECTS             | 0        | 0        | 0        | 0        | 0        |
| FED FORFEITURE              | 0        | 0        | 0        | 0        | 0        |
| DARE PROGRAM                | 0        | 0        | 0        | 0        | 0        |
| TOTAL EXPENDITURES          | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> |

## 2015 Approved Budget

Revenue Line Item

### BUDGET UNIT: POLICE PROTECTION FUND

| Account                            | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$2,400.00              |
| <b>xxxxxxx ILLEGAL GUN PROGRAM</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$2,400.00</b>       |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$7,544.33              |
| <b>xxxxxxx POLICE TRAINING</b>     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$7,544.33</b>       |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$2,925.70              |
| <b>xxxxxxx K-9 WODAN</b>           | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$2,925.70</b>       |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$12,250.70             |
| <b>xxxxxxx K-9 EQUESTRIAN</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$12,250.70</b>      |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$98,165.15             |
| <b>xxxxxxx POLICE PROJECTS</b>     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$98,165.15</b>      |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$55,126.65             |
| <b>xxxxxxx FED FORFEITURE</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$55,126.65</b>      |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,360.82              |
| <b>xxxxxxx DARE PROGRAM</b>        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$1,360.82</b>       |
| <b>POLICE PROTECTION FUND</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$179,773.35</b>     |



## **2015 Approved Budget**

### Expenditure Line Item

#### BUDGET UNIT: POLICE PROTECTION FUND

| Account                       | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|-------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| *****                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxxxx ILLEGAL GUN PROGRAM | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxxxx POLICE TRAINING     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxxxx K-9 WODAN           | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxxxx K-9 EQUESTRIAN      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxxxx POLICE PROJECTS     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxxxx FED FORFEITURE      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| *****                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| xxxxxxxxx DARE PROGRAM        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |
| POLICE PROTECTION FUND        | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$0.00</b>           |

# PARKS & RECREATION FUND

The Park & Recreation fund accounts for fee, contribution and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's Parks & Recreation bureau, activities, and programming.

## RESOURCE ALLOCATION 2015 APPROVED BUDGET

| RESOURCES                |                | APPROPRIATIONS      |                |
|--------------------------|----------------|---------------------|----------------|
| CITY ISLAND              | 90,000         | CITY ISLAND         | 98,000         |
| RESERVOIR PARK           | 35,000         | RESERVOIR PARK      | 35,000         |
| EVENTS                   | 20,000         | EVENTS              | 20,000         |
| HIGHMARK                 | 200,000        | HIGHMARK            | 199,776        |
| GRANT PROCEEDS           | 45,000         | GENERAL SALARIES    | 48,443         |
| FUND BALANCE PROPRIATION | 123,328        |                     |                |
| TOTAL RESOURCES          | <u>513,328</u> | TOTAL APPROPRIATION | <u>401,218</u> |

PARKS & RECREATION FUND  
2015 APPROVED BUDGET

|                             | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|-----------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS DETAIL     |                |                |                               |                            |                            |
| CITY ISLAND                 | 0              | 0              | 0                             | 0                          | 90,000                     |
| RESERVOIR PARK              | 0              | 0              | 0                             | 0                          | 35,000                     |
| EVENTS                      | 0              | 0              | 0                             | 0                          | 20,000                     |
| HIGHMARK                    | 0              | 0              | 0                             | 0                          | 200,000                    |
| GRANT PROCEEDS              | 0              | 0              | 0                             | 0                          | 45,000                     |
| TOTAL REVENUE               | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>390,000</u>             |
| FUND BALANCE APPROPRIATION  | 0              | 0              | 0                             | 0                          | 123,328                    |
| TOTAL RESOURCES             | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>513,328</u>             |
| EXPENDITURE ANALYSIS DETAIL |                |                |                               |                            |                            |
| CITY ISLAND                 | 0              | 0              | 0                             | 0                          | 98,000                     |
| RESERVOIR PARK              | 0              | 0              | 0                             | 0                          | 35,000                     |
| EVENTS                      | 0              | 0              | 0                             | 0                          | 20,000                     |
| HIGHMARK                    | 0              | 0              | 0                             | 0                          | 199,776                    |
| GENERAL SALARIES            | 0              | 0              | 0                             | 0                          | 48,443                     |
| TOTAL EXPENDITURES          | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>401,218</u>             |

## 2015 Approved Budget

Revenue Line Item

### BUDGET UNIT T: PARKS & RECREATION FUND

| Account                            | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 345029 PARK PERMIT FEES-OTHER      | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$90,000.00             |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$96,200.00             |
| <b>xxxxxxx CITY ISLAND</b>         | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$186,200.00</b>     |
| 347090 OTHER LICENSES/PERMITS      | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$35,000.00             |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| <b>xxxxxxx RESERVOIR PARK</b>      | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$35,000.00</b>      |
| 382000 CONTRIBUTIONS AND DONATION  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$20,000.00             |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$17,128.25             |
| <b>xxxxxxx EVENTS</b>              | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$37,128.25</b>      |
| 382000 CONTRIBUTIONS AND DONATION  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$200,000.00            |
| <b>xxxxxxx HIGHMARK</b>            | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$200,000.00</b>     |
| 399099 ESTIMATED CASH CARRYOVER    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$10,000.00             |
| 396000 GRANT PROCEEDS              | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$45,000.00             |
| <b>xxxxxxx</b>                     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$55,000.00</b>      |
| <b>PARKS &amp; RECREATION FUND</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$513,328.25</b>     |

## 2015 Approved Budget

### Expenditure Line Item

#### BUDGET UNIT: PARKS & RECREATION FUND

| Account                                  | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 420040 TELEPHONE                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$2,000.00              |
| 422020 ELECTRICITY                       | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$18,000.00             |
| 425090 MAINT SERV CONTRACT               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$14,000.00             |
| 429080 POLICE SERVICES                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$15,000.00             |
| 429090 MISC CONTRACTED SRVCS             | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$30,000.00             |
| 430099 MISC SUPPLIES AND EXP             | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$19,000.00             |
| <b>xxxxxxx CITY ISLAND</b>               | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$98,000.00</b>      |
| 420040 TELEPHONE                         | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,000.00              |
| 422020 ELECTRICITY                       | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$4,000.00              |
| 425090 MAINT SERV CONTRACT               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,000.00              |
| 425094 MANSION MAINTENANCE               | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$10,000.00             |
| 439015 OFFICE EQUIPMENT                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,000.00              |
| 429090 MISC CONTRACTED SRVCS             | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,000.00              |
| 430099 MISC SUPPLIES AND EXP             | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,000.00              |
| <b>xxxxxxx RESERVOIR PARK</b>            | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$35,000.00</b>      |
| 429081 FIREWORK-JULY 4                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 429082 FIREWORK-KIPONA                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 429083 FIREWORK-MINOR EVENT              | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$0.00                  |
| 429084 MISC CONTRACTED SRVCS-JULY 4      | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,000.00              |
| 429085 MISC CONTRACTED SRVCS-KIPONA      | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,000.00              |
| 429086 MISC CONTRACTED SRVCS-MINOR EVENT | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$10,000.00             |
| <b>xxxxxxx EVENTS</b>                    | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$20,000.00</b>      |
| 414000 SALARIES & WAGES                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$167,000.00            |
| 419001 SOCIAL SECURITY                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$12,775.50             |
| 429015 TRAVEL                            | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$20,000.00             |
| <b>xxxxxxx HIGHMARK</b>                  | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$199,775.50</b>     |
| 414000 SALARIES & WAGES                  | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$45,000.00             |
| 419001 SOCIAL SECURITY                   | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$3,442.50              |
| <b>xxxxxxx GENERAL</b>                   | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$48,442.50</b>      |
| <b>PARKS &amp; RECREATION FUND</b>       | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$401,218.00</b>     |

## WHBG FUND

The WHBG fund accounts for fee, contribution, advertising and grant revenue, along with related expenses, for use in the maintenance and betterment of the City's government access cable television channel and station.

### RESOURCE ALLOCATION 2015 APPROVED BUDGET

| RESOURCES                |              | APPROPRIATIONS      |              |
|--------------------------|--------------|---------------------|--------------|
| WHBG BROADCASTING NTKW   | 8,000        | WHBG FUND           | 8,000        |
| FUND BALANCE PROPRIATION | 0            |                     |              |
| TOTAL RESOURCES          | <u>8,000</u> | TOTAL APPROPRIATION | <u>8,000</u> |

WHBG FUND  
2015 APPROVED BUDGET

|                            | 2012<br>Actual | 2013<br>Actual | 2014<br>Actual YTD<br>(11/17) | 2014<br>Adjusted<br>Budget | 2015<br>Approved<br>Budget |
|----------------------------|----------------|----------------|-------------------------------|----------------------------|----------------------------|
| REVENUE ANALYSIS DETAIL    |                |                |                               |                            |                            |
| WHBG BROADCASTING NETWORK  | 0              | 0              | 0                             | 0                          | 8,000                      |
| TOTAL REVENUE              | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>8,000</u>               |
| FUND BALANCE APPROPRIATION | 0              | 0              | 0                             | 0                          | 0                          |
| TOTAL RESOURCES            | <u>0</u>       | <u>0</u>       | <u>0</u>                      | <u>0</u>                   | <u>8,000</u>               |

|                               |          |          |          |          |              |
|-------------------------------|----------|----------|----------|----------|--------------|
| EXPENDITURE ANALYSIS DETAIL   |          |          |          |          |              |
| CONSULTING                    | 0        | 0        | 0        | 0        | 1,000        |
| OTHER PROFESSIONAL FEES       | 0        | 0        | 0        | 0        | 1,000        |
| CONTRACTED PERSONNEL SERVICES | 0        | 0        | 0        | 0        | 5,000        |
| TUITION/TRAINING              | 0        | 0        | 0        | 0        | 1,000        |
| TOTAL EXPENDITURES            | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>8,000</u> |

## **2015 Approved Budget**

Revenue Line Item

### **BUDGET UNIT: WHBG FUND**

| Account                      | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 384007 WBG BROADCASTING NTKW | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$8,000.00              |
| <b>WHBG FUND</b>             | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$8,000.00</b>       |



## **2015 Approved Budget**

Expenditure Line Item

### **BUDGET UNIT: WHBG FUND**

| Account                              | 2012 Actual   | 2013 Actual   | 2014 Actual YTD<br>(11/17) | 2014 Adjusted<br>Budget | 2015 Approved<br>Budget |
|--------------------------------------|---------------|---------------|----------------------------|-------------------------|-------------------------|
| 421030 CONSULTING                    | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,000.00              |
| 421050 OTHER PROFESSIONAL FEES       | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,000.00              |
| 429014 CONTRACTED PERSONNEL SERVICES | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$5,000.00              |
| 429001 TUITION/TRAINING              | \$0.00        | \$0.00        | \$0.00                     | \$0.00                  | \$1,000.00              |
| <b>WHBG FUND</b>                     | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b>              | <b>\$0.00</b>           | <b>\$8,000.00</b>       |

# **GLOSSARIES**

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## GLOSSARY OF TERMS

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### A -

**ACCRUAL BASIS** - The method of accounting under which revenues are recorded when they are earned (whether or not cash is received at that time) and expenditures are recorded when goods or services are received (whether or not cash disbursements are made at that time).

**ACTIVITIES** - Specific services performed to accomplish program objectives and goals.

**AGENCY FUND** - Permanently established endowments where the annual income is used at the discretion of the organization in pursuit of a particular mandate.

**ALLOCATION** - The assignment or distribution of available resources such as revenue, personnel, buildings, and equipment among various City departments, bureaus, divisions, or offices.

**APPROPRIATION** - An authorization made by City Council which permits the City to incur obligations and to make expenditures or resources.

**APPROVED (ADOPTED) BUDGET** - The revenue and expenditure plan for the City for the fiscal year as enacted by City Council.

**ARBITRAGE** - Excess investment profits earned on the investment of lower-cost, tax-exempt bond proceeds.

**ASSESSED VALUATION** - The value placed upon real and personal property by the County tax assessor/appraiser as the basis for levying taxes.

**ASSET** - Property owned by the City which has monetary value.

**AUDIT** - Prepared by an independent certified public accounting firm, the primary objective of an audit is to determine if the City's general purpose financial statements present fairly the City's financial position and results of operations in conformity with the generally accepted accounting principles.

### B -

**BALANCED BUDGET** - Proposed revenues and other resources equal proposed appropriations.

**BOND** - A long-term promise to repay a specified amount of money (the face value amount of the bond) on a particular date (maturity date). Bonds are primarily used to finance capital projects.

**BUDGET** - A plan of financial operation comprised of an estimate of proposed expenditures for a fiscal year and the proposed means of financing those expenditures to fund City services in accordance with adopted policy.

**BUDGET CALENDAR** - The schedule of key dates or milestones which the City follows in the preparation and adoption of the budget.

**BUDGET DOCUMENT** - A compilation of the spending and funding plans for the various funds, along with supporting narrative, schedules, tables, and charts which, in total, comprises the annual resource allocation plan.

**BUDGET ORDINANCE** - An ordinance considered and adopted by City Council to formally enact the proposed budget as amended.

**BUDGET TRANSFER** - Adjustment made to the budget during the fiscal year to properly account for unanticipated changes that occur in revenues and/or expenditures and for program initiatives approved during the fiscal year.

**BUREAU** - The largest organizational component within a department which design is tied to service output or function.

### C -

**CAPITAL IMPROVEMENT PLAN (CIP)** - A multi-year plan to provide for equipment acquisition, improvement to public facilities, and construction of new facilities.

**CAPITAL OUTLAY** - Expenditures relating to the purchase of equipment, facility modifications, land, and other fixed assets.

**CAPITAL PROJECTS FUND** - A fund to account for the acquisition or construction of major capital facilities.

**CASH BASIS** - The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when actually paid.

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## GLOSSARY OF TERMS

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**CREDIT RATING** - The credit worthiness of an entity, as evaluated by independent agencies such as Moody's Investors Service, Inc. and Standard and Poor's Corp.

### D -

**DEBT SERVICE** - Payment of interest and principal on an obligation resulting from issuance of bonds and notes.

**DEBT SERVICE FUND** - A fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs.

**DEFICIT** - An excess of liabilities and reserves of a fund over its assets.

**DEPARTMENT** - The largest organizational component of the City which has been assigned overall management responsibility for an operation or a group of related operations within a functional area.

**DESIGNATED FUND BALANCE** - A portion of unreserved fund balance assigned by City policy for a specific future use.

**DIVISION** - The largest organizational component within a bureau which design is tied to a specific service output or function.

### E -

**ENCUMBRANCE** - A reservation of funds for an anticipated expenditure prior to actual payment for an item. Funds are reserved or encumbered once a contract obligation has been signed for an item, but prior to the cash payment actually being dispersed.

**ENTERPRISE FUND** - A fund used to account for revenues received for goods and services provided to the general public on a continuous basis and primarily financed through user charges.

**EXPENDABLE TRUST FUND** - Funds whose principal and income may be expended in the course of their designated operations. These funds may also be used to account for endowments whose principal may be expended in the course of their designated operations.

**EXPENDITURE** - Actual outlay of money for goods or services.

**EXPENSE** - Expenditures and other obligations (e.g., encumbrances) to expend money for goods and services.

### F -

**FICA** - City's portion of mandatory Social Security contribution (6.20%) and mandatory Medicare contribution (1.45%) for its employees payable to the federal government.

**FISCAL YEAR (FY)** - A twelve-month period designated as the operating year for an entity. The fiscal year for the City of Harrisburg is January 1 - December 31.

**FIXED ASSET** - Asset of a long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined fixed assets as those with an expected useful life in excess of one year and an acquisition cost in excess of \$5,000.

**FRINGE BENEFITS** - Health and welfare related benefits for all full-time employees, such as medical, dental, vision, and life insurance coverage, and a prescription drug plan which are included in the employee's compensation package.

**FUND** - An accounting entity that records all financial transactions for specified activities or government functions. The six fund types used by the City are - General Fund, Capital Projects Fund, Debt Service Fund, Special Revenue Funds, Propriety (Utility) Funds, and Trust and Agency Funds.

**FUND BALANCE** - A cumulative excess of revenues over expenditures segregated by fund.

### G -

**GENERAL OBLIGATION BOND and NOTE** - Forms of borrowing (debt financing) which reflect written promises from the City to repay sums of money on specific dates at specified interest rates backed by the full faith, credit, and taxing power of the municipality.

**GOVERNMENTAL FUNDS** - Funds that account for the services provided to the general citizenry as opposed to a specific group. These funds focus on current financial resources, emphasizing budgetary control and available cash.

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## GLOSSARY OF TERMS

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**GRANT** - A sum of money allotted from a specific governmental or non-profit organization to be used under certain circumstances for a designated purpose(s).

### I -

**INFRASTRUCTURE** - The basic physical framework or foundation of the City, referring to its buildings, roads, bridges, sidewalks, water system, and sewer system.

**INTERFUND TRANSFER** - A transfer of money from one fund of the City to another fund of the City.

### L -

**LIABILITY** - Debt or other legal obligations arising out of transactions in the past which must be paid, renewed, or refunded at some future date.

**LINE-ITEM BUDGET** - A budget that lists detailed expenditure categories such as salary, postage, and maintenance service contracts. The specific amount budgeted is also listed by category.

**LONG -TERM DEBT** - Debt with a maturity of more than one year after date of issuance.

### M -

**MILL** - A taxation unit equal to one dollar of tax obligation for every \$1,000 of assessed valuation of property.

**MILLAGE** - The total tax obligation per \$1,000 of assessed valuation of property.

**MODIFIED ACCRUAL** - The method of accounting that is a mixture of both cash and accrual bases concepts. Revenues are recorded when they are both measurable and available to meet current liabilities. Expenditures are recorded when goods or services are received.

### N -

**NOTE** - A short-term promise to repay a specified amount of money (the face value of the note) on a particular date (maturity date). Notes are primarily used to supplement current cash flow in anticipation of taxes and other revenues to be received, or to provide interim financing for capital projects in anticipation of the issuance of bonds.

### O -

**OBJECTIVE** - A statement of purpose defined more specifically than a goal. (A goal may include several related objectives.) An objective normally indicates anticipated levels of achievement and is usually time limited and quantifiable.

**OPERATING EXPENSES** - Ongoing costs associated with sustaining City government operations such as: communications, professional fees, utilities, insurance, rentals, maintenance and repairs, contracted services, supplies, and minor capital.

**ORGANIZATIONAL CHART** - A chart representing the authority, responsibility, and relationships among departments, bureaus, and divisions within the City organization.

### P -

**PART I CRIME** - Crimes that are classified as felonies, which are punishable by imprisonment. These crimes are more severe than a misdemeanor. These crimes consist of murder, rape, homicides, burglary, etc.

**PART II CRIME** - Crimes that are classified as misdemeanors, which are less offensive than felonies. These crimes consist of terroristic threats, trespassing, misconduct, theft, etc.

**PART-TIME POSITION** - A position regularly scheduled for no more than 25 hours per week.

**PERFORMANCE-BASED BUDGETING** - A method of allocating resources to achieve specific objectives based on program goals and measured results.

**PERFORMANCE INDICATOR** - A variable measuring the degree of goal and objective fulfillment achieved by programs.

**PERSONNEL SERVICES** - Expenditures relating to compensating employees of the City including wages, salaries, and special pay such as longevity, holiday, vacation, sick, personal, and bereavement; overtime and shift differential; fringe benefits such as FICA,

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## GLOSSARY OF TERMS

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health, and life insurances; and miscellaneous expenditures such as pension plan contributions, workers' compensation, and unemployment compensation costs.

**PROGRAM** - An organized set of activities directed toward a common purpose or goal that an agency undertakes or proposes to carry out its responsibilities.

**PROPOSED BUDGET** - The City's resource allocation plan for the fiscal year as prepared and recommended by the Mayor for consideration by City Council.

**PROPRIETARY FUND** - A fund that accounts for businesslike operations that intend to recover their full cost through charges to customers and users.

### R -

**RESOURCE ALLOCATION PLAN** - The City's revenue and expenditure plan for the fiscal year.

**REVENUE** - Money received or collected by the City through taxation, licenses, grants, fees, fines, forfeitures, charges, investments, and interfund transfers.

**REVENUE BOND** - Long-term borrowing that is backed by the revenues from a specific project such as a water or sewer system improvement.

**RISK MANAGEMENT** - The coordinated and continuous effort to minimize potential financial and human resource losses arising from workers' compensation, liability, and property exposures.

### S -

**SPECIAL REVENUE FUND** - A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

### T -

**TAX & REVENUE ANTICIPATION NOTE** – Short-term note issued on the premise that future tax collections and other revenues will be sufficient to meet repayment obligations, generally by the end of the calendar year.

**TAX BASE** - The total value of taxable property in the City.

### U -

**UNIT** - The smallest organizational component within a bureau which by design further delineates the distribution of workload to achieve a specific output or function.

### Y -

**YIELD** - The rate of return earned on an investment based on the cost of the investment.

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## GLOSSARY OF ABBREVIATED TERMS

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ADA - Americans with Disabilities Act  
AFSCME - American Federation of State, County, and Municipal Employees  
AID - Assistance for Impact Delegation Team  
ARB - Architectural Review Board  
AWTF - Advanced Wastewater Treatment Facility  
BTU - British Thermal Unit  
BU - Bargaining Unit  
CAC - Community Action Commission  
CAD - Computer Aided Dispatch  
CAFR - Comprehensive Annual Financial Report  
CAT - Capital Area Transit  
CBD - Central Business District  
CCU H.E.L.P. - Christian Churches United H.E.L.P.  
C/D - Construction/Demolition Wastes  
CDBG - Community Development Block Grant  
CDC - Community Development Corporation  
CED - Community & Economic Development  
CFM - Cubic Feet Per Minute  
CIP - Capital Improvement Plan  
CLG - Certified Local Government  
CREDC - Capital Region Economic Development Corporation  
DARE - Drug Abuse Resistance and Education  
DBHD - Department of Building and Housing Development  
DEP - Department of Environmental Protection  
DID - Downtown Improvement District  
DJ - District Justice  
DOA - Department of Administration  
DPW - Department of Public Works  
EIT - Earned Income Tax  
EMS - Emergency and Municipal Services Tax  
EOP - Emergency Operation Plan  
EPA - Environmental Protection Agency  
EZ COMP - Enterprise Zone Competitive Grant  
FEMA - Federal Emergency Management Agency  
FERC - Federal Energy Regulatory Commission  
FICA - Federal Insurance Contributions Act  
FMV - Fair Market Value  
FOP - Fraternal Order of Police  
FTE - Full-time Equivalent  
FY - Fiscal Year  
GAAP - Generally Accepted Accounting Principles  
GFOA - Government Finance Officers Association of the United States and Canada  
GIS - Geographic Information System  
G.O. - General Obligation  
HACC - Harrisburg Area Community College  
HAND - Housing and Neighborhood Development  
HARB - Harrisburg Architectural Review Board  
HATS - Harrisburg Area Transportation Study Group  
HBN - Harrisburg Broadcasting Network  
HCEA - Harrisburg Community Economic Affairs  
HDC - Harristown Development Corporation  
HHA - Harrisburg Housing Authority  
HoDAG - Housing Development Action Grant  
HOP - Home Ownership Opportunity Program

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## GLOSSARY OF ABBREVIATED TERMS

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HPA - Harrisburg Parking Authority  
HPC - Harrisburg Planning Commission  
HRA - Harrisburg Redevelopment Authority  
HRRF - Harrisburg Resource Recovery Facility  
HU - Harrisburg University  
HUD - Housing and Urban Development  
IAFF - International Association of Firefighters  
LED - Light Emitting Diode  
LTAP - Local Transportation Assistance Program  
MBE/WBE - Minority Business Enterprise/Women's Business Enterprise  
MCI - Managing Criminal Investigation  
MCL - Maximum Contamination Level  
MGMT - Management  
MOED - Mayor's Office for Economic Development and Special Projects  
MSA - Metropolitan Statistical Area  
MSW - Municipal Solid Waste  
NMAAH - National Museum of African American History  
NPDES - National Pollution Discharge Elimination System  
NTU - Nephelometric Turbidity Unit  
OBID - Office of Business and Industrial Development  
OMBE - Office of Minority Business Enterprise  
OPT - Occupational Privilege Tax  
PAL - Police Athletic League  
PASSHE - Pennsylvania State System of Higher Education  
PA-TF1 - Pennsylvania Task Force 1  
PBB - Performance-Based Budgeting  
PennDOT - Pennsylvania Department of Transportation  
PIB - Pennsylvania Infrastructure Bank  
PIDA - Pennsylvania Industrial Development Authority  
pH - Percent Hydrogen  
PHEAA - Pennsylvania Higher Education Assistance Agency  
PPB - Performance Program Budget  
PRPS - Pennsylvania Recreation and Park Society  
PSB - Public Safety Building  
PSECU - Pennsylvania State Employees Credit Union  
PSU - Pennsylvania State University  
REDDI - Regional Economic Development District Initiatives  
RTS - Ready to Serve  
SARAA - Susquehanna Area Regional Airport Authority  
SBF - Small Business First  
SHARP - Special Hazards Advanced Rescue Personnel  
T & A - Trust and Agency  
TAP - Traffic Accident Prevention  
THA - The Harrisburg Authority  
TRAN - Tax & Revenue Anticipation Note  
TUH - Temple University Harrisburg  
UCR - Uniform Crime Reporting  
UDAG - Urban Development Action Grant  
USAR - Urban Search and Rescue  
USGS - United States Geological Service  
VMC - Vehicle Management Center  
WHBG - TV station run by Harrisburg Broadcasting Network  
WPCACP - Water Pollution Control Association of Central Pennsylvania  
ZHB - Zoning Hearing Board